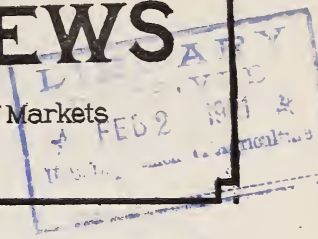


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THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



January 4, 1921.

Vol. 4, No. 1

1. CITRUS FRUITS TO COME THROUGH THE CANAL.

Sicilian lemons and oranges from all parts of the foreign producing sections are shipped to all portions of the world, often making a voyage of as much as six weeks, without refrigeration. Before the Panama Canal was cut through, it is said that California citrus fruits were sent to New York by way of the Isthmus, under the most unfavorable conditions, and arrived showing only about seven per cent decay. These facts have interested the California fruit growers in the possibility of developing ocean transportation for citrus and deciduous fruits to the Atlantic seaboard markets and to foreign markets. Recent advances in freight and refrigeration rates on shipments by rail have contributed to this interest.

The Preservation of Fruits and Vegetables Section is now investigating some of the problems connected with shipping citrus fruits through the canal, in cooperation with the Citrus Fruit Growers of California. Records will be made of all conditions affecting the fruit aboard ships in order to obtain data upon which to base recommendations. The first trip will begin Jan. 10 on one of the ships of the Luckenbach Steamship Company bound from San Pedro, Cal., to New York. This cargo will be shipped under ventilation but without refrigeration and the holds will be equipped with electric thermometers and other instruments designed to properly record conditions. Getting fruit through the Panama Canal is difficult both because of the tropical weather encountered and because of the length of the trip. Usually about twenty days are required to complete the journey. Observations of this sort will continue until the more important problems connected with this kind of shipping have been worked out. California Fruit Growers cooperating in these investigations are considering only the American market at present, but if it is shown to be feasible some effort will probably be made later on to place the American grown citrus fruits in the markets of Europe and South America, by steamship direct from San Pedro, Cal.

The major portion of the expense of the studies will be borne for the present by the California Fruit Growers Exchange, which will be represented in the investigations by Mr. A. E. Nelson. Mr. Nelson was connected with the Bureau for a number of years and was engaged in work similar to this. Mr. L. W. Collins, who has just completed the design of heating equipment for standard heater cars will represent the Bureau.

The work and equipment used is similar to that of the apple investigations being carried on by Mr. H. E. Kramer, who is studying apple shipments between the United States and England.

2. LIVESTOCK TRANSPARENCIES ON DISPLAY.

The live stock transparencies which were made by the Live Stock and Meats Division to be shown at the International Stock Show and at various State Fairs were set up in the Conference Room and especially exhibited during the week of Dec. 20 to 25. The exhibition was set up at the special request of Senor Le Bretan, the Ambassador from Argentina, who inspected it on Wednesday, Dec. 22. Senor Le Bretan expressed the wish that a similar set of views might be sent to Argentina in connection with the work now being carried on in regard to the introduction of pure bred live stock there. The transparencies include market grades of live stock, the principal grades of meat, and typical animals of the principal breeds of horses, cattle, sheep and hogs. A large number of the Bureau staff took the occasion to look over the display.

3. CHARTS FOR THE GRADES AND STANDARDS SECTION.

Mr. H. C. Wilcox, who is in charge of the Photographic Laboratory of the Bureau, is now engaged in preparing a series of charts to be used by the Grades and Standards Section of the Fruit and Vegetable Division. The charts will be shown first at the hearings of the Congressional Committee and will afterwards remain in the Bureau to be used in various lectures and demonstrations. They will illustrate six different ways in which standardization benefits the producer; by creating confidence, by preventing waste, by preventing fraud and deception, by stabilizing the market, as a basis for sale and contract, and by encouraging better methods of production. Some of the charts are beautiful as well as graphic. They are being hand colored by experts in Mr. Wilcox's section who are using a new process of coloring which insures exact shades and tints instead of approximate ones in the coloring of photographs. The lettering is being done by hand by Mr. F. C. Keefer of the Drafting Section.

One of the charts shows a picture of a hand-colored goose with a golden egg nearby, to indicate that a shipper who destroys the confidence of his purchasers is guilty of the traditional folly of killing the goose that lays the golden egg. The chart that has as its mission the encouragement of better methods of production takes the form of a tinted photograph of an orchard. Another which illustrates the prevention of fraud and deception, shows two apple barrels, one of which having been tipped over, shows a uniform grade of fruit all through. Among other

services rendered the projects in the Bureau, Mr. Wilcox has prepared a number of lantern slides and various transparencies now being used in Bureau Exhibitions.

4. REQUESTS FROM THE PUBLIC FOR AGRICULTURAL INFORMATION FROM BRANCH OFFICES.

A situation exists in the field service generally which has been brought to attention by branch offices and field employes from time to time during the past few years. It relates to requests made by visitors and received by mail for information in regard to agricultural subjects not related to the special line handled by the individual or branch office addressed. Instructions in regard to the proper method of handling such requests have been sought so frequently that it is believed an announcement as to the policy of the Bureau in this regard should be made.

The general rule is that persons asking about any line of service, research, or regulatory work, other than that which is handled by the individual or office addressed, should be directed to address their inquiries to the proper branch of the Bureau of Markets or of the Department of Agriculture. In case of doubt, such inquiry may be sent to Washington offices of the Bureau of Markets.

Where the city in which the inquiry is made contains a representative or representatives of the Bureau from which information is sought, the representative of the Bureau of Markets should assist the inquirer in getting into touch with such a representative by telephone or otherwise.

Herewith is given a list of the principal technical units of the Department of Agriculture, and a brief indication as to the general nature of the functions of each. This list is taken from a condensed directory of the Department published in No. 4, Vol. VIII, of the Weekly News Letter of the Department published August 25, 1920. This directory is reprinted in the Weekly News Letter from time to time, as changes are made.

Office of Farm Management.

Studies the details of farm practice from a business standpoint, with a view to determining the most efficient methods of operation.

Weather Bureau.

Conducts meteorological investigations; issues weather maps; handles all work relating to climate, storm warnings, frost warnings, etc.

Forest Service.

Administers the national forests and develops use of their resources; directs all research work relating to forestry and forest utilization.

Bureau of Animal Industry.

Studies and gives information regarding live stock; conducts the meat-inspection and quarantine work.

Bureau of Plant Industry.

Investigates problems relating to plants and plant industries.

Bureau of Chemistry.

Enforces the Food and Drugs Act; investigates questions of agricultural chemistry.

Bureau of Soils.

Surveys and maps the soils and investigates the fertilizer resources of the United States.

Bureau of Crop Estimates.

Collects crop statistics; gathers and collates general agricultural statistics; issues crop reports and forecasts.

Bureau of Entomology.

Studies insects in their relation to agriculture.

Bureau of Biological Survey.

Studies wild birds and animals, their distribution, habits, and relations to agriculture; administers the Federal bird and game reservations and the Federal laws protecting game and regulating the importation of birds and animals; controls noxious mammals, and experiments in fur farming.

Bureau of Public Roads.

Studies and supplies information regarding road making, road management, road maintenance, farm irrigation, farm drainage, and rural engineering and architecture.

States Relations Service.

Supervises the use of Federal funds for agricultural experiment stations and agricultural extension work; investigates agricultural education, and food, dietetics, clothing, and household equipment and management.

Bureau of Markets.

Investigates problems pertaining to marketing and distribution of farm products. Conducts market-news services and food products inspection service. Enforces United States cotton futures, grain standards,

and standard container acts, and administers the United States warehouse Act. The chief of this bureau is also immediately in charge of stockyard supervision work and acts as liquidating officer for the wool section of the War Industries Board.

Division of Publications.

Supervises the editing, printing, and distribution of the publications and press material of the department, and directs the illustrations, exhibits, motion picture, and related publication and information work.

Federal Horticultural Board.

Assists in the enforcement of the Plant Quarantine Act of August 20, 1912.

Insecticide and Fungicide Board.

Assists in the enforcement of the Insecticide Act of 1910.

So far as available, copies of each Department bulletin, Farmers bulletin, annual report, Service and Regulatory Announcement, circular, etc., contributed or issued by the Bureau of Markets will be distributed to our branch office mailing lists. This will enable branch offices to keep in touch with the work of the Bureau so far as the results are published.

Vol. I, No. 1, of the Market Reporter, dated January 3, 1920, contained a list of the regular periodical reports of the Bureau of Markets and this list was revised in Vol. II, No. 5, dated July 31, 1920. This list, as revised, may be used to answer occasional inquiries received as to the number and nature of the periodical reports issued by this Bureau.

5. CLOSING OF BRANCH OFFICES ON STATE AND LOCAL HOLIDAYS.

Before closing a branch office of the Bureau of Markets on any State or local holiday, permission must be secured from Washington.

All project branch offices should request such permission from their respective Washington offices, and joint branch offices from the Branch of Operation. Such requests should be received in the Washington office at least one week in advance, if possible.

The Washington project or division leaders, when granting such permission, should immediately notify the Branch of Operation, which office will see that all other project or division offices which might be interested are promptly advised. When the office to be closed is one which has a leased wire service, all other branch offices having leased

wire service will be advised in order that all necessary arrangements to provide for any regular or special reports due on the day of closing may be made.

6. IN THE LIBRARY.

Thirty-one of the states have state marketing officials and twenty-two of them are publishing an official organ devoted to the subject of marketing. These periodicals, or sheets, are on file in the Bureau Library and may be consulted at any time.

The Monthly Crop Reporter, published by the Bureau of Crop Estimates, has been issued without annual indexes. The need for an index led the Bureau of Crop Estimates to make one on cards during the last year. A copy of this has been obtained for the Bureau Library. It makes the valuable special reports and compilations contained in The Monthly Crop Reporter readily available for use at any time.

A bibliography and index of the literature relating to maize has been compiled in the Library of the United States Department of Agriculture under the direction of Mr. G. N. Collins, of the Bureau of Plant Industry. It is on cards and consists of about 40,000 subject entries and 5,000 author entries. This index has been transferred to the Bureau Library because of the fact that the present Librarian was the compiler, and is available for reference to anyone who is interested.

The publications of the American Chambers of Commerce in foreign countries have been requested and are filed in the Bureau of Markets Library. The activity of the business world regarding our commerce with foreign countries is great at this time, and it is believed, therefore, that this collection will ultimately be of great interest.

Probably never before in the history of our country have so many bills relating to agriculture been before Congress at the same time. The Bureau Library is attempting to keep up with all of those which relate to subjects in which the Bureau of Markets is interested. The bills themselves are obtained as soon as available and may be seen in the Library.

7. DEPARTMENTAL FILMS IN DEMAND.

Many requests are received from all parts of the country for motion picture films made by the Department of Agriculture. Mr. Frank Robotka, the Agent in Marketing in Iowa, will show three films at the Iowa Farmers' Week meeting to be held Jan. 1 to Jan. 7. Mr. J. F. Ware, Extension Agent in Marketing in Montana, will show six reels at the

Montana Farmers' Week meetings to be held Jan. 10 to 15. The reels to be shown are, "Wheat Bulk Handling," "Lambs from Range to Market," "Wheat Transportation and Storage," "From Wool to Cloth," "Agricultural and Forest Resources of the United States," and the "Potato Industry in the California Delta Region." Mr. Alexis L. Clark, Chief of the New Jersey State Bureau of Markets, has requested several films for use on Jan. 11. Two which have been selected are, "The How and Why of Spuds," and "Pack Train Through the Washington National Forest."

EFFICIENCY

8. Each Monday morning at 11 o'clock the staff of the Live Stock and Meats Division comes together to "talk things over" and "think out loud" as Mr. Hall, the former Division Leader, used to say. The meetings usually last about an hour and questions of interest to the staff as a whole are discussed. Matters of administration and improvement in the service are taken up at this time and reports of interesting work and travel are made. For example, at a recent meeting Mr. L. B. Burk spoke on his recent trip to South America. These meetings provide a quick means of bringing new comers in the Division into touch with the work, as well as keeping individuals informed as to what their co-workers are undertaking. The conferences have been held with a fair degree of regularity for the past three years. They were begun by Mr. L. D. Hall, former head of the Division.

9. A committee called the "Division Committee" has recently been formed in the Division of Marketing Statistics in the interests of increased efficiency. This committee will consider matters pertaining to office conditions, plans for the betterment of the work, suggestions as to change in conditions and any matters which members of the force think may be improved or remedied. Dr. C. J. West, the Specialist in Charge, has urged all members of the Division force to use this opportunity for expressing both favorable and unfavorable opinions concerning either work or administration. All such comments will be considered by the committee. In the letter announcing the plan Dr. West called attention to the fact that its success depends upon the full acceptance of the idea and the cooperation of the entire division personnel.

10. Mr. L. E. Morales of the Division of State Cooperation has had a large rubber stamp made to facilitate the circulation of material intended for the entire office force. The name of each member of the force is on the stamp and matter upon which it appears is circulated in the order in which the names are arranged. Each person checks the space opposite his initials before sending it to the next on the list and in this way an exact record of the circulation is kept.

11. FRUIT AND VEGETABLE INSPECTORS TO CONFER.

A conference of Fruit and Vegetable inspectors will be held in Washington January 6 to 8 under the direction of Mr. F. G. Robb. Questions of interest to the Food Products Inspection service will be considered and a revision of some parts of the Products Circulars will be made. The following are expected to attend: Mr. A. D. Gail, Mr. R. C. Butner, Mr. A. E. Mercker, Mr. G. W. Payne, Mr. J. M. Rogers, Mr. W. K. Makemson, Mr. G. C. Bayley, Mr. T. C. Curry and Dr. G. K. K. Link.

BUREAU BREVITIES.

12. During the month of November samples handled by the Board of Review of the Grain Division averaged better than 115 cars daily. This represents an increase of about 75 per cent over samples handled during November a year ago. During the record week of the month samples from 800 cars were passed upon.

13. At a recent meeting of a local Jewish Agricultural Society interested in forming a cooperative grain buying association, Mr. Ellis Monroe, Agent in Marketing in Connecticut, reported that the program was conducted entirely in Yiddish for three hours. An informal talk by Mr. Monroe occupied the remaining time.

PERSONALS.

Mr. Livingston spent Dec. 28 and 29 in Atlantic City where he attended sessions of the annual meeting of the American Economic Association.

Dr. C. J. West went to Atlantic City Dec. 28 and 29 to attend a meeting of the American Statistical Association. While there he continued the discussion of the paper on "Marketing Statistics in Agriculture" which he read before the New York City Division of the Society on Nov. 18.

Mr. Chester Morrill, Assistant to the Chief of the Bureau, read a paper on "The Economic and Legal Status of Collective Bargaining" before the session of the American Farm Economic Association which was held Friday, Dec. 31.

Mr. Roy C. Potts will leave Washington on Jan. 3 on a trip to Milwaukee, Wisconsin, Lansing, Michigan and LaFayette, Indiana. In Milwaukee he will confer with representatives of the Wisconsin Division of Markets regarding the establishment of standards and grades for American cheese to be promulgated by that Division. He will confer at

Lansing with the State Farm Bureau concerning the establishment of a dairy department in the Farm Bureau. At La Fayette, Indiana, he will address the annual meeting of the State Dairymen's Association on the subject, - "Dairy Marketing Problems in the United States."

Mr. C. W. Fryhofer of the New York office of the Bureau was in Washington during Christmas week preparing a manuscript in cooperation with Mr. Potts which will be submitted for publication as a Service and Regulatory announcement. It is entitled "Handbook for Cheese Inspectors for use in the Inspection of Cheese under the Food Products Inspection Law."

Mr. G. H. Baston, of the Grain Investigations with headquarters at Chicago spent the holidays in and around Washington.

Mr. C. W. Mann of the Preservation of Fruit and Vegetable Project returned Dec. 13 from California. Mr. Mann had expected to make a trip of some length but was recalled to Washington on account of the Congressional hearings.

Mr. Elmo Ragsdale has been appointed Extension Agent in Marketing with headquarters at Athens, Ga. Mr. Ragsdale attended the University of Georgia for five years and received his B. S. degree from the Georgia State Agricultural College, where he specialized in horticulture. He was employed for several years as Field Agent in Horticulture at the College. Later he held the position of Field Agent in Home Gardening in cooperation with the Bureau of Plant Industry. Since 1919 he has been operating his own apple and truck farm.

Mr. C. A. McNabb, Agent in Marketing in New Mexico, will go to Tucson, Ariz. Jan. 17 to take part in a conference of County Agents.

The headquarters of Mr. W. F. Allewelt, Research Agent in Marketing, have been transferred from Denver to Fort Collins, Colo.

Mr. H. C. Filley, Agent in Marketing in Nebraska, attended the County Agents' Conference at Columbia, Mo. These meetings were conducted by Mr. Ralph Loomis, the Extension Agent in Marketing in Missouri, and were well attended.

Mr. H. C. Slade of the Cotton Division returned to Washington after a business trip to Boston Dec. 23.

Mr. R. L. Kause of the Cotton Division returned to Washington Dec. 23. He has been collecting cotton to be used in standardization work and has traveled in the southeastern part of the country.

Mr. A. W. Palmer of the New Orleans office of the Cotton Division, has been on leave and spent the holiday season at his home in Claremont, Cal.

Mr. R. S. Lumbard of the Kansas City office, Mr. E. M. Siefert of the Spokane office, Mr. M. M. Littleton of the Omaha office, Mr. G. B. Williams of the Cincinnati office, and Mr. W. H. Mosier of the Waupaca, Wis. office, have all been authorized to go to Chicago to take special training in food products inspection work in the Fruit and Vegetable Division. Mr. O. D. Miller, Mr. Aaron Stambaugh and Mr. G. E. Prince of Washington will substitute for Mr. Mosier, Mr. Williams and Mr. Lumbard respectively.

Mr. G. B. Wending, who has been serving as a clerk in the Cincinnati, Ohio, office has been appointed to the position of Market Station Assistant.

Mr. J. B. Alvaredo, who has been in charge of the Detroit office of the Market News Service, has resigned effective Dec. 31.

Mr. L. B. Burk, who has been absent in South America for the past six months in the interests of purebred live stock in the United States, arrived home December 15. He visited Brazil, Argentina, Uruguay and Chile and reports a very interesting trip, securing much valuable information relative to the live stock industry in South America.

Mr. L. B. Burk and Mr. D. S. Bullock of the Live Stock and Meats Division left the last of the week for Chicago to attend a meeting of the secretaries of the various purebred live stock registry associations of the United States. Mr. Burk will make a report on his South American trip and plans relative to the exportation of purebred live stock will be discussed.

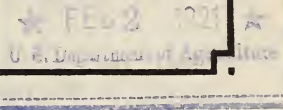
Miss Viola R. Reece, clerk, who has been with the Bureau since October, 1917, has resigned her position effective December 31, 1920.

Mrs. Geneva M. Barbe, clerk, who has been connected with the wool section of the Live Stock and Meats Division since April, 1919, has submitted her resignation effective December 31, 1920.

Miss Jessie Callan, Assistant at the Periodical Desk in the Bureau Library, spent the Christmas vacation at her home in Bradford, Pennsylvania.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

JANUARY 11, 1921.

VOL. 4, NO. 2.

1. HEARINGS ON APPROPRIATION BILLS.

On December 30 and 31 hearings were held before the Sub-Committee on Agriculture of the Appropriations Committee concerning the estimates submitted by this Bureau for the fiscal year 1922. The estimates for the Department of Agriculture, which formerly were considered by the Committee on Agriculture of the House, are now considered by the Appropriations Committee, in accordance with a change in the rules of the House enlarging the Appropriations Committee to 35 members and making it responsible for all legislation carrying appropriations of any kind. Printed reports of the hearings will soon be issued and will be placed on file in the Library.

Mr. Sidney Anderson, formerly of the Agricultural Committee, is chairman of the Sub-Committee on Agriculture of the Appropriations Committee. Governor Rubey, also formerly of the Committee on Agriculture, is a member of the new Sub-Committee, the other members being Representatives James F. Byrnes of South Carolina, E. H. Wason of New Hampshire and Walter W. McGee of New York.

It is not possible to tell at this time when the bill will be reported out by the Committee but it is likely that this will be done promptly owing to the enormous amount of business that must be transacted during the present short session of Congress.

2. ADDRESSES TO BE GIVEN BY BUREAU MEN.

The Bureau of Markets, in response to requests from Extension workers in various States, has arranged a series of marketing addresses in connection with County Agent conferences and district meetings of State Leaders in Extension work. The speakers who are representing the Bureau are endeavoring to set forth some of the underlying principles of marketing and to disseminate information relative to the work of the Bureau and how the Bureau can be used to advantage by those engaged in field work. Among those from the Washington office who are scheduled for addresses are: Messrs. H. C. Marshall, E. G. Montgomery, W. A. Wheeler, F. S. Ruggles, H. K. Holman, and Theo. Wade. In addition to

these the following field representatives of the Bureau will speak: Mr. H. C. Filley, Agent in Marketing, Nebraska; Mr. C. A. McNabb, Agent in Marketing, New Mexico; and Dr. W. L. Wanlass, Research Agent in Marketing, Utah. The States in which speeches are to be made are: Arizona, Colorado, Illinois, Kansas, Michigan, Missouri, Nebraska, Nevada, New Hampshire, and Utah. The complete schedule with dates is as follows:

- H. C. Marshall, East Lansing, Mich., January 31, February 1 and 2, County Agent Conference. Subjects, "The Present Situation with Regard to Farm Prices," "Standards for Farm Products," "Work of the Bureau of Markets."
- E. G. Montgomery, Champaign, Ill., January 19, County Agent Conference. Subject, "World Market Situation."
- W. A. Wheeler, Durham, N. H., January 13, County Agent Conference. Subject, "Work of the Bureau of Markets."
- F. S. Ruggles, Champaign, Ill., January 19, County Agent Conference. Subject, "Cooperative Purchasing and Marketing."
- Theo. Wade, Topeka, Kansas, January 13, Farmers Meeting. Subject, "Cooperative Purchasing and Marketing."
- H. K. Holman, Lincoln, Neb., January 25 and 26 Mid-West Farm Bureau; Salt Lake City, Utah, January 17, 18 and 19, Annual Meeting of the National Wool Growers' Association. Subject, "U. S. Warehouse Act an Aid to the Gradual and Orderly Marketing of Farm Products."
- H. C. Filley, Columbia, Mo., December 6, 7 and 8, County Agent Conference. Subjects, "Some Essentials of Cooperative Marketing," "History of Cooperative Marketing in Nebraska," "Forces Underlying Fluctuations in the Price of Farm Products" Fort Collins, Colo., January 14. Subject, "Efficiency in Marketing Farm Products."
- Dr. W. L. Wanlass, Reno, Nev., January 21 and 22, County Agent Conference. Subjects, "Efficiency in Marketing Farm Products," "Work of the Bureau of Markets."
- C. A. McNabb, Tuscon, Ariz., January 18, 19 and 20, County Agent Conference. Subject, "Work of the Bureau of Markets."

3. QUALITY AND TEXTURE BEING STUDIED BY THE GRAIN DIVISION.

Just at present the chief work being done by the little mill which is a part of the Grain Division of this Bureau is the testing of wheat to discover the relationship between quality and texture. Wheat grains of varying qualities such as dark, hard, and vitreous, are being selected out of samples especially obtained for this purpose. When enough kernels of the various types desired are obtained they will be ground and made into bread in the testing laboratory. All of the factors considered in the grading of wheat are studied in these experiments from time to time. Most of the investigations carried on in this laboratory are for the purpose of obtaining additional information on the grain standards already established, though some other studies are also made.

The laboratory, which consists of a mill and a bakery, is located at 1369 C Street, S.W. The mill is complete and approximates the conditions under which wheat is ground commercially. Two complete mills, requiring the services of two millers are operated. In the baking laboratory all loaves of bread are made under exactly the same conditions and from the same formula. This little bakery is up to date in every way. It is painted white and kept immaculately clean. It is equipped with a sponging cabinet in which the bread rises, and which is automatically kept at a temperature of 89 degrees Fahrenheit. The baking is done in an electric oven. In addition, the bakery is stocked with complete apparatus for making all of the required tests of the finished product.

4. THE CHILLING OF FLORIDA TOMATOES.

The office of Preservation of Fruits and Vegetables has begun, and is planning to enlarge its experimental work on the influence of various temperatures above the freezing point in relation to the storage and transportation of winter-grown tomatoes. For example, this office has shown that Florida tomatoes ordinarily freeze between 30° and 31°F. However, if mature green tomatoes which are normally ripened in the northern markets at 60 - 70°F. are stored for several days at 33°F. the formation of color is noticeably retarded. At the same time stem end infection from *Phoma*, *Alternaria* or other micro-organisms seems to be favored. Such phenomena, while a low temperature effect, obviously cannot be associated with freezing injury, in which process the resulting injury is due to actual ice formation within the tissue. The above mentioned type of abnormality is properly designated as "chilling injury". However, the term "chilling injury" is often used in the trade in reference to phenomena produced by ice crystallization.

Considerable losses are caused each year by the chilling of tomatoes either in the field or in transit. But the symptoms are quite

difficult to diagnose. There is a general opinion among the trade that any green or ripe tomato which shows shrivelling has been chilled. Slightly frozen tomatoes may, however, exhibit this wilted condition of the skin. So will tomatoes held in a dry atmosphere at a temperature of 75°F. The shrivelling in this case is clearly the result of evaporation and in no instance is evidence of the chilled condition. The characteristic sunken eye and infection at the stem end along with the pronounced retardation in color development are indicative of chilling injury, but at present it requires repeated observations and comparisons with normal specimens to insure a correct diagnosis.

The fear of loss in handling chilled tomatoes is such that dealers refuse to buy Mexican tomatoes which have been shipped under refrigeration. However, it has never been shown experimentally whether such high temperatures as are usually maintained in refrigerator cars would actually delay color formation and increase the susceptibility to stem end infection. It is the aim of this project to show the temperature and exposure limits at which the chilling of tomatoes may occur as well as the relation of the stages of maturity to this condition.

5. MARKING PROPERTY.

Attention is again called to Item 15 of Information Circular No. 2, Volume 3, and Item 14 of Information Circular No. 9, Volume 3, in regard to marking property with metal tags. The actual work of attaching labels has not been begun because the first embossing machine received was delivered in a damaged condition, and had to be replaced, and there was a prolonged delay in the delivery of the escutcheon pins to be used in fastening the tags to wooden articles. A supply of these pins is now on hand and can be secured from the Property Clerk. There should be no further delay in proceeding with the labeling of inventoried equipment in Washington and in branch offices where more than one project is represented.

6. LETTERS OF AUTHORIZATION.

Under date of December 21, 1920, the Chief of Bureau issued the following memorandum:

"MEMORANDUM FOR MR. R. V. BAILEY.

"Dear Mr. Bailey:

"Under the authority conferred upon me by Letter of Authorization No. 18-Sec. dated July 1, 1920, I wish to designate you as Acting Chief of the Bureau of Markets for the purpose of issuing letters of author-

ization in accordance with the provisions of said letter.

"You are also hereby delegated to approve purchase requisitions as Acting Chief of the Bureau when the amount involved does not exceed two hundred dollars, and to sign as Acting Chief of the Bureau all correspondence addressed to the Board of Awards of the Department in regard to the securing and acceptance of informal bids.

Very truly yours,
(Signed) George Livingston.
Chief of Bureau."

The provisions of this memorandum are self-explanatory. Although Mr. Bailey has been approving requisitions as Acting Chief of Bureau for some time past, the authority to approve purchase requisitions when the amount does not exceed \$200 was necessary because the limit of authority of the Chiefs or Acting Chiefs of several Department Bureaus, including the Bureau of Markets, to approve requisitions recently has been raised from \$100 to \$200.

Beginning with December 21, 1920, the date of the memorandum copied above, Mr. Bailey is signing regularly as Acting Chief of Bureau all letters of authorization issued by the Bureau of Markets.

7. ANIMAL INDUSTRY RIFLE CLUB WINS CUP.

The annual contest for the Reese cup has been won by the Rifle club representing the Bureau of Animal Industry. This club will have the custody of the cup for the year 1921. The cup was presented to the Department of Agriculture Rifle Association by Mr. R. M. Reese, the Chief Clerk, and its custody is contested annually by Rifle Teams which have been formed in the Department. The annual meeting of the Association soon will be held. Mr. J. E. Barr and Mr. M. H. Hess will represent the Bureau of Markets Club at the meeting. Scores made by the teams in the recent meet follow.

Bureau of Animal Industry Rifle Club	912
Secretary's Office Rifle Club	881
Bureau of Markets Rifle Club	873

8. PROJECT LETTER ON THE COAST.

The office of Federal Grain Supervision on the Pacific Coast began Dec. 15 to issue a project letter from the headquarters at Portland, Ore. This letter is more local in its scope than the project

letter issued from the General Headquarters in Chicago. It will appear weekly or at longer intervals, depending on the amount of material at hand, and will contain items of particular interest to the offices of the Pacific Coast and general instructions from the Board of Review.

9. IN THE LIBRARY.

The Librarian of the Federal Reserve Board, Mr. McCombs, has sent in a list of "References on Bank Credit in Relation to Marketing of Farm Products" which he finished compiling Dec. 31, 1920. The list is available for reference at any time.

The following bibliography on South America is of interest, and may be obtained from the Library:

Cooper, Clayton Sedgwick. Bibliography of South America. Authorities from which the exporter can obtain the view-point of the people with whom he has to deal. 1920. (In Export trade and exporters' review, v. 3. no. 16, July 10, 1920, p. 5-9.)

The newspapers on the following list are received regularly in the Bureau Library:

Atlanta Constitution. (Daily)
Boston Evening Transcript. (Wed. Ed.)
Chicago Evening Post. (Daily Market edition)
London Times - Foreign Trade Supplement (Weekly)
Manchester Guardian. (Daily)
Memphis Commercial Appeal. (Daily)
New Bedford Sunday Standard. (Weekly)
New Orleans Times-Picayune. (Daily)
New York Commercial. (Daily)
New York Journal of Commerce. (Daily)
Philadelphia Record. (Daily)

EFFICIENCY.

10. Mr. G. C. Edler of the Hay, Feed and Seed Division, has found that when return envelopes are sent out, it is a distinct advantage to have them bear some notation ^{showing} to what division they should be returned. Many of these are addressed to the Chief of the Bureau, some to the Bureau of Markets and some to the Department of Agriculture. The notation makes it possible to deliver them without delay to the Division from which they were originally sent.

11. ALL MATERIAL NOT IMMEDIATELY NEEDED is properly filed for future reference in the Marketing Statistics Division. This rule also requires that each item so filed shall be initialed by the person receiving it and the sources and references connected with it properly noted. It applies to material compiled in the office as well as that received from outside sources.

BUREAU BREVITIES

12. A PARTY OF SOUTH AMERICANS, consisting of two live stock representatives of the Rural Society of Argentina and four men representing the Uruguyan Rural Society, which has been in this country since the early part of December as the guest of several Breed Registry Associations of the United States, arrived in Washington Jan. 7. Representatives of the Department of Agriculture showed members of the group, the principal points of interest in the city and explained the workings of the different branches of the Department of Agriculture in which they are interested. These men representing the two South American countries have just completed a month's tour of the middle west visiting the principal pure-bred live stock farms in Wisconsin, Iowa, Missouri, Kansas, Illinois and Kentucky.

13. MARKET PERIODICALS of various types are issued in twenty-four states according to a tentative list that has been compiled by the Division of Cooperative Marketing. In all, some thirty-nine periodicals are issued. They range from mimeographed sheets to formal magazines. Only two of these are issued daily, the others appearing weekly or monthly. It is estimated that a revised list will show an even larger number of state marketing periodicals.

14. THE MANAGING DIRECTOR OF THE INTERNATIONAL Nautical Trading Company of The Hague, Holland, Mr. L. Van Herk, visited the Chicago office of the Bureau recently. Mr. Van Herk is particularly interested in the production of potatoes and is touring the country seeking the most up-to-date methods of cultivation. He stated that though the present methods of cultivation in Holland are far from obsolete, he has found some of the American implements and machinery a decided improvement over those used in his own country.

15. A DISPLAY OF TYPE TRAYS prepared by the Portland office of Grain Supervision has recently been shown on the floor of the Seattle Grain Exchange and will be shown elsewhere on the coast. These trays illustrate the range of quality and conditions permitted within the grades and other grading factors set forth by the grade requirements. A variety of head samples illustrating the classes of Federal Standards is also a part of the display.

16. A NEBRASKA GRAIN FIRM PLEADED GUILTY to the violation of the Federal Grain Standards Act and was fined \$10 each on seven of fourteen counts in a recent legal action. The seven other charges were dismissed. In the information filed against the firm it was alleged that grain had been shipped without the required inspection. The case was of special interest to this Bureau, which is charged with the enforcement of the Grain Standards Act.

17. SEVERAL REPRESENTATIVES OF THE BUREAU attended hearings held last week on bills which propose to regulate Cotton and Grain Exchanges. The hearings were held by the House Agricultural Committee. Nine bills have been introduced covering various phases of such regulation. They are: H.R. 15122, H.R. 14466, H.R. 14654, H.R. 14656, H.R. 14657, S. 4561, H.R. 14667, H.R. 14741 and H.R. 14742.

18. ONE OF THE BUREAU'S WOOL EXHIBITS consisting of three panels is being sent to Harrisburg, Pa., to be included in the Farm Produce Show which the Pennsylvania Department of Agriculture is preparing for the week beginning Jan. 24. In connection with the show a meeting of the State Marketing men of New York, New Jersey, Pennsylvania, Delaware, Maryland, Virginia and West Virginia has been called.

19. AN AMATEUR RADIO OPERATOR, Roger W. Clipp of Hagerstown, Md., was the first to report that he was receiving the wireless marketgrams now being sent out experimentally, and giving them to the Hagerstown Herald for publication. A clipping of the first report so published was enclosed with the letter.

20. DR. F. J. BIRCHARD, who is in charge of the Dominion Grain Research Laboratory at Winnipeg, Canada, recently came to this country and held an all-day conference with the Chicago Board of Supervisors. The questions of frost-damaged and green and immature kernels and their milling and baking properties were discussed from all angles.

21. ATTENTION OF THOSE IN CHARGE OF CIRCULATING THE BUREAU NEWS.

If you do not receive enough copies of the Bureau News so that every member of your section can read it within forty-eight hours, please notify the Market Information Division and a suitable number of copies will be supplied.

22. THE PUBLIC SPFAKING CLASS resumed its meetings Jan. 5 after a holiday recess. It is expected that the class will meet regularly from now on in the Conference Room each Wednesday at 4:35 P. M.

23. OFFICERS OF THE CITY COMMITTEE were chosen and plans formulated for a "get together" at a meeting of Bureau representatives held in the Chicago office at 139 North Clark street Jan. 4.

24. A GIRLS' BOWLING TEAM is one of the features of the Chicago office of the Bureau.

25. A FEW POSTAL GUIDES still remain in Mr. Snow's office and will be given out on request to those in need of them.

PERSONALS.

The appointment of Mr. Herbert C. Marshall as Specialist in Economic Research has been consummated and Mr. Marshall will in the future devote his entire time to economic investigations. Because of the fact that this new appointment automatically terminated Mr. Marshall's appointment as Assistant Chief, he has been authorized to act as Chief of the Bureau upon occasions when so directed by the Chief of the Bureau.

Mr. Stephen Bray, in charge of the Live Stock and Meats Division, left Washington Jan. 6 to attend the twenty-fourth annual convention of the American National Live Stock Association to be held at El Paso, Tex. During the trip he will visit the branch offices located at East St. Louis, Ill.; Kansas City, Mo.; Omaha, Nebr.; St. Paul, Minn., and Chicago, to confer with local representatives about market reporting work.

Dr. W. L. Wanlass has been appointed Research Agent in Marketing in Utah to succeed Mr. G. B. Hendricks, who resigned Dec. 15. Dr. Wanlass took a special course at the University of Utah and later graduated from George Washington University. He received his doctor's degree at Johns Hopkins. Last year Dr. Wanlass was head of the Department of Economics at Union College, Schenectady, N.Y. At present he is in charge of the Department of Markets at the Utah Agricultural College. He will collect information about the marketing and distribution of farm products for this Bureau in cooperation with the Utah Agricultural College. Dr. Wanlass' headquarters will be Logan, Utah.

Mr. Rollin E. Smith of the Chicago office spent last week in Washington. Mr. Smith will have permanent headquarters in Washington after February first and will be attached to the Foreign Markets Division. He will specialize in compiling summaries of the world trade in cereals and breadstuffs.

Mr. W. A. Wheeler will go to Trenton, N. J. Jan. 11 to speak before the New Jersey Farmers' Week meeting on the "Dissemination of Market Information." Later he will go to Durham, N.H., and on Jan. 13 will speak to the extension workers of that state on the work of the Bureau of Markets.

Mr. E. L. Rhoades, who is in charge of the marketing work at the Kansas State Agricultural College, spent Jan. 3, 4 and 5 in Washington studying the work of the Bureau and conferring with the Division and Project leaders from whom he obtained suggestions for use in his work.

Dr. Kemper Simpson has been appointed Associate Specialist in Economic Research. He will assist the Specialist in Charge of the Cost of Marketing Division in outlining and directing cost of marketing studies. Dr. Simpson received his A. B. and Ph. D. degrees from Johns Hopkins University. For a time he was with the Exports Administration Board as statistician, and from 1917 to the date of his appointment was an examiner with the Federal Trade Commission.

Dr. D. B. Carrick returned to his work in New York City the latter part of last week after stopping several days in Washington en route from his home at High Point, N.C., where he has been on leave. Dr. Carrick is conducting experiments in the freezing points of fruits and vegetables.

Miss Mary G. Lacy, Librarian of the Bureau, read a paper on "The Library of the United States Department of Agriculture and its Branches" before the meeting of the District of Columbia Library Association, which was held Wednesday, Jan. 5, in the Children's Room of the Public Library.

Mr. Paul L. Miller, Extension Agent in Marketing in Minnesota, assisted the Dairy Division of the University of Minnesota in giving a short course for milk plant operators. The course lasted one week. Part of each day was devoted to a discussion of accounting principles and practices.

A short course in live-stock marketing was held at the National Stock Yards, East St. Louis, Illinois, Dec. 14 and 15, under the leadership of Mr. Ralph Loomis, Extension Agent in Marketing in Missouri. The course was attended by about 60 men, mostly managers of live stock shipping associations and County Agents from Missouri, Illinois, Arkansas and Kentucky. Packer buyers from three of the big packing companies, and a representative of the Traders Exchange graded stock in the yards and gave instruction in market requirements and grades.

Miss Chastina Gardner, of the Washington office of the Project State Cooperation in Marketing, attended the 33rd Annual Meeting of the American Economic Association, which was held in Atlantic City, from Dec. 27 to Dec. 30, 1920.

Mr. G. O. Gatlin, Assistant, State Cooperation in Marketing, was in Morgantown, West Virginia, last week in conference with the Extension workers of that State, for the purpose of studying their methods of conducting demonstrations for teaching approved marketing practices.

Mr. L. B. Burk of the Live Stock and Meats Division has accepted an invitation to address the Tuesday morning conference of the States Relations Service on January 11. Mr. Burk's talk will be based upon his experiences in Argentina and Chile as representative of the Bureau in making a study of outlets for pure-bred live stock raised in this country.

Mr. P. A. Mathews, one of the auditors in the Domestic Wool Section, left the service Dec. 15.

Mr. J. W. Law and Mr. H. E. Truax of the Los Angeles Office, spent some time last month in the Imperial Valley with H. H. Warner and L. J. Weishaar of the California State Department of Agriculture. They were studying the lettuce crop.

Mr. R. L. Feddersen of the New York office of the Dairy Division, went to Philadelphia last week to temporarily relieve Mr. L. E. Gaylord who was obliged to be away from his work owing to a death in his family.

Mr. J. B. McCready of the Dairy Division, who has headquarters at Fond du Lac, Wis., will attend the Cheese Makers Convention to be held at Milwaukee. Mr. R. C. Potts of the Washington office, who left last week for the West, will also attend this meeting.

Mr. H. J. Besley of the Grain Division returned Jan. 8 from Chicago, where he attended the Grain Division Supervisors' Conference.

Mr. Neely Hill, a returned soldier, is at present taking vocational training in grain sampling. He has been assigned to the Baltimore office and his training is being financed by the Federal Board for Vocational Education under the same arrangements as other men who have been disabled and are undergoing training in other lines of work.

Mr. J. C. Barrett has been temporarily appointed Junior Assistant Economist in Marketing. He will assist in the consideration and compilation of data collected relative to foreign marketing conditions. Mr. Barrett received his A. B. degree from the University of Arkansas, having majored in Economics, and has had considerable practical experience in the growing and marketing of cotton and other farm products.

Mr. Frank S. Maroney has been appointed Grain Sampler and will assist with the grain work in the Omaha field office. He has taken an agricultural course at Ohio University. From 1914 to 1918 he was employed by the Kalumet Elevator Co. of Chicago, and following a period of eight months in the Naval Service, was employed until recently by the E. R. Bacon Grain Co. of Chicago.

Mr. A. V. Swarthout of the Cost of Marketing Division spent most of last week in New York on a business trip for the Bureau.

Mr. Herbert Graff spent the latter part of December in Washington but has recently returned to New York where he will be permanently located with the Food Products Inspection Service.

Mr. H.W. Samson expected to attend the meeting of the various farmers' organizations at the Agricultural College at Trenton, N.J. Monday, Jan. 10. He was scheduled to give a talk on the standardization work of the Bureau of Markets and the Food Products Inspection Service.

Mr. F. G. Robb left Washington Sunday, Jan. 9 for a two weeks' trip through the Middle West. He will attend the sessions of the National League of Commission Merchants at St. Louis Jan. 11 to 14. He will then go to Chicago where he will assist in the work of the Inspectors' training class to be organized there. Later he will attend meetings of the American Fruit and Vegetable Shippers Association which will be in session in Chicago from Jan. 19 to 21.

Mr. W. C. Hackleman returned to Washington from Philadelphia Jan. 10. He will remain in Washington during Mr. Robb's absence.

Mr. E. W. Baker, in charge of the Chicago live stock office, who has been absent for several weeks on account of ill health, returned to duty Jan. 3.

Mr. W. M. Stevens of the Fruit and Vegetable Division has resigned his position with the Bureau and gone into commercial work in Richmond, Va.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

WASHINGTON, D. C.

JANUARY 18, 1921

VOL. 4, No. 3

1. DRAFTING SECTION CORRELATED WITH MARKET STATISTICS.

The following letter which has been sent by the Chief of the Bureau to the Division Heads and Section Leaders calls attention to the correlation of the Drafting Section and the Division of Market Statistics under the administration of Dr. C. J. West.

MEMORANDUM FOR DIVISION HEADS AND SECTION LEADERS.

In order that the work of the drafting section may be correlated with the work in Market Statistics I am placing the two together administratively under the supervision of Dr. West. In this way I hope that standard forms for the graphic output of the Bureau can be obtained. It seems to me also that the Bureau should increase materially the number of charts issued in connection with the Market Reporter and independently. May I suggest that the several divisions and sections use the graphic method of presenting information whenever it is feasible to do so.

(Signed) George Livingston,
Chief of Bureau.

2. HISTORY OF THE BUREAU OF MARKETS.

A brief "History of the Bureau of Markets, U. S. Department of Agriculture," by Miss C. B. Sherman of the Division of Market Information is now available for limited distribution. The history begins with the early interest in marketing problems on the part of the public, which dates back to 1869, and the resultant demand for a government agency dealing with the subject. The various bills introduced in Congress and the subsequent creation and official development of the Bureau are traced through official publications. The entire history is given in eleven mimeographed pages. A copy has been sent to each field station and one to each Division Head and Section Leader. It is also on file in the library and may be borrowed. A few copies will be sent on request to those interested. Inquiries should be addressed to the Market Information Division.

3. FROZEN EGG INDUSTRY.

Mr. I. C. Franklin, Specialist in Storage, testified Jan. 10 before the Joint Conference Committee, which is composed of members of both houses of Congress, at a hearing on H. R. 9521 which is known as the Cold Storage Bill. This hearing was also attended by representatives of Bakers and Egg Breakers. Mr. Franklin's testimony dealt with the present situation in regard to the supplies of frozen eggs. He stated that there were on Dec. 1, 1920, about 30,000,000 pounds of frozen eggs in storage. The consumption of this product has increased rapidly within past years, 52,000,000 pounds having been used in 1920, 19,000,000 pounds the year before and 14,000,000 in 1913. As only about 16,000,000 are produced in this country large imports are necessary. Last year about 27,000,000 pounds were brought in, chiefly from China.

The frozen egg industry is being carefully studied as it is one that has been increasing in importance in recent years. These eggs are used chiefly by bakers, although ice cream and salad dressing manufacturers are also beginning to buy the product in quantity. The breaking stock is made up of eggs that have been sent in to dealers and are checks, cracks, leakers and dirty shell eggs. Such eggs constitute on the average about eight per cent of each crate. These eggs which are perfectly edible are purchased by egg breakers. Eggs were formerly broken in miscellaneous places and under unsanitary conditions but the system has been worked out by which they are now handled in immaculate plants and any imperfection instantly detected. Usually the whites and yolks are separated but some dealers prefer whole eggs so they are prepared for commercial use in both ways. After breaking they are preserved at a temperature of from zero to five degrees Fahrenheit. When sold they are solid and must be thawed before using. The height of the egg season comes in the spring and early summer and a large local supply is indicated for the year. The imported eggs which come from China are for the most part smaller than the American eggs. These eggs run about 12 to the pound whereas the American eggs run about 11 to the pound. There are some fifty "Egg Breakers" in the United States located in various parts of the country.

4. PRINTING FUNDS LOW.

Of the sixty-one publications estimated by the authors or their representatives for publication by the Bureau of Markets during the fiscal year 1921, only twenty were submitted before Jan. 1. The Division of Publications has already sent a notification that the general printing fund as a whole is so low that Bureau allotments will soon be merged and only the more necessary manuscripts sent to press during this

fiscal year, unless an emergency appropriation is secured which is rarely possible.

This suggests the advisability of completing as soon as possible such manuscripts as are underway, and also indicates the annual desirability of working up available material as early in each fiscal year as possible. It does not mean, however, that undigested or hastily prepared material should be hurried in for publication for this causes loss of time in the end.

Authors are urged to continue to plan and prepare publications regardless of the state of the printing fund for more time is always consumed in such preparation than is estimated and a manuscript in the making now might not be printed until after July 1 even if there were no question of lack of funds. It is urged, however, that all manuscripts be as concise as practicable and that the editions be held to a minimum.

5. VOYAGE THROUGH CANAL COMMENCED.

Mr. L. W. Collins of the Preservation of Fruits and Vegetables Section left San Pedro, Cal., Jan. 11 on board the S. S. Charles H. Cramp, bound for an Atlantic port by way of the canal. On this voyage Mr. Collins will study the transit condition of the cargo which consists of some sixteen or seventeen hundred boxes of oranges and lemons. Part of this cargo will be carried under refrigeration and part under ventilation. The conditions in the holds and the condition of the fruits will both be studied. A representative of the California Fruit Growers Exchange, the organization which is cooperating with the Bureau in this work, is also aboard. This experimental shipment was to have been made on one of the ships of the Luckenbach Line but was transferred to the Charles H. Cramp of the Atlantic Gulf and Pacific Line. The steamer has a fifteen day schedule to Philadelphia, which is about the same as the haul by rail from California to Philadelphia.

6. TOBACCO WAREHOUSE REGULATIONS ISSUED.

Regulations for tobacco warehouses under the U. S. warehouse Act have been issued by the Bureau of Markets after careful consideration of the points brought out in the hearings on the proposed regulations which were held in various cities. The final regulations are contained in Circular 154 of the Office of the Secretary.

In order that the regulations for the different commodities may be readily distinguishable those for cotton are bound in cream manila covers, those for wool in sage green and those for tobacco in light blue.

7. IN THE LIBRARY.

The Library has received a copy of the reports of all the Bureau chiefs of the Department with the exception of the Weather Bureau Chief, whose report has not yet been received from the printer. They are most interesting and informing to anyone interested in knowing about all the varied activities of the Department. The Solicitor's report contains a high tribute to Mr. Morrill, Assistant to the Chief of this Bureau, not by name but in unmistakable terms, and the report of the Librarian, a tribute to Miss Sherman.

The Bureau Library has obtained, through the courtesy of the publishers, the Federal Trade Information Service. This eight-page publication is issued daily. It is designed "to make available immediately, with interpretative matter, the important information of the Federal Government affecting various departments of corporations and banks, attorneys, commercial organizations and others." We have found this service very helpful already in supplying information as to Hearings before Congressional committees on the bills in which the Bureau is interested.

The Library has a file of Hearings conducted by this Bureau which is as nearly complete as we have been able to make it. The Hearings date from 1915 to 1920. They include hearings on live stock and yardage rates at live-stock markets; hearings on future and spot cotton markets, and the cotton futures Act; hearings on warehouse Act, covering grain and wool warehouses; hearings on the U. S. grain standards Act, on official standards for wheat, corn, rice, oats, and on cargo loading and inspection; and other miscellaneous hearings.

In order that the Bureau may have a complete file of all hearings of which stenographic reports are made, the Library urges that the ribbon copy of such reports always be sent to the Library that it may become permanent library property. By proper cataloging and indexing, these hearings thus become available for the use of the entire Bureau. At the present time we know that we lack copies of the following hearings:

Warehouse

Columbia, S. C., - October 13, 1917.

Grain

Seattle, Wash. - December 11, 1917.

Portland, Ore. - December 12, 1917.

Salt Lake City, Utah. - December 14, 1917.

San Francisco, Calif. - December 15, 1917.

Nashville, Tenn. - December 22, 1917.

Kansas City, Mo. - October 23, 1916.

Chicago, Ill. - October 24, 1916.

Portland, Ore. - February 14-15, 1917.

8. CONFERENCE OF FOOD PRODUCTS INSPECTORS.

A three days' conference of Food Products Inspectors of the Fruits and Vegetables Division was held in the Washington office Jan. 6, 7 and 8. Those in attendance were Mr. A. D. Gail, Jr., Supervising Inspector, headquarters New York City; Mr. R. C. Butner, Supervising Inspector, headquarters Chicago; Dr. G. K. K. Link, Chicago; Mr. G. C. Bayley, Detroit; Mr. W. K. Makemson, Cleveland; Mr. J. M. Rogers, Cincinnati; Mr. T. C. Curry, Pittsburgh; Mr. A. E. Mercker, New York; and Mr. G. W. Payne, Boston. On the afternoon of the last day they were conducted to the various offices on the five floors of the building occupied principally by the Bureau, and several distinct lines of work outside of their own were explained briefly. This tour included an interview with the Chief of the Bureau, who received them in his office. At the conclusion of the tour they were taken to the basement where they were shown two reels of the Department's motion pictures pertaining to the work of the Bureau in which they were directly interested.

9. REQUESTS FOR DEPARTMENT OF AGRICULTURE PUBLICATIONS.

As there has been some misunderstanding among the divisions in this Bureau as to the proper procedure for obtaining bulletins, etc., from the Division of Publications, the following instructions are given:

Forms used for requesting publications may be obtained from the Market Information Division and should be made up for Mr. Wheeler's signature with an addressed frank attached. Form No. 10A should be used for requesting Farmers' Bulletins only. Form No. 9 should be used for requesting all other publications such as: Department Bulletins, Department Circulars, Office of the Secretary Circulars, Service and Regulatory Announcements, etc...

After the requests have been signed by Mr. Wheeler they are sent to the Division of Publications, which office attends to the mailing of the publications. This Division stamps the date on which the publications are sent and returns the form to the Market Information Division. In case the supply of the publications is exhausted, that fact is noted on the returned form. These forms are then sent back to the section requesting them so that it may be known which ones have been sent and which have not. Whether or not these requests should be filed for future reference is then optional with the section. It is essential that the head clerk or someone taking his place initial the requests in order that they may be returned to the section making them out. Attention is called to a memorandum from the Chief of Division of Publications of Aug. 25, 1920, stating that publications cannot be furnished to divisions for office use in lots of more than 25 copies, unless the matter is taken up in a special way with the Division of Publications.

10. SOUTH AMERICAN VISITORS.

The six representatives of the Rural Societies of Uruguay and Argentina who have been in this country for the past six months as the guests of the Pure Bred Registry Association, arrived in Washington last week. They were received by Secretary Meredith. After calling at the Pan American Union they visited the Bureau of Markets and the Bureau of Animal Industry. They seemed much interested in the organization and workings of this Bureau and asked many questions about the methods of obtaining and compiling information. At their request a number of bulletins on live stock and meats were furnished them as they were especially interested in the market reporting service on this subject. The entire group seemed well pleased with the results of the visit to various stock farms. The gentlemen from Uruguay purchased a small moving-picture machine, which will be used to show American farm and live-stock films in South America. The impression on the part of those who talked with these representatives was that the visit had done much to establish mutual confidence between breeders of the United States and South American buyers. This is one of the things needed to stimulate the commercial intercourse between the two countries.

After visiting places of interest in Washington the party left for New York and sailed for South America Jan. 14.

11. BUREAU CIRCULARS TO BE ISSUED.

A Branch Office Directory to supersede the one dated July 23, 1920, has been prepared and will be issued with the Bureau News next week. The following week an index of the Information Circular from July 1920 to Jan. 1921 will be sent out as a supplement to this paper. A stock list to supersede the one issued as Information Circular Vol. 1, No. 14, is being prepared by Mr. J. F. Pevare, the Bureau Property Clerk, and will be ready for distribution at an early date. A revised list of the periodicals issued by the Bureau is now ready for distribution. It will be sent only to those requesting it from the Division of Market Information.

12. SCHEDULE OF AWARDS ON AUTOMOBILE TIRES

A new "Schedule of Awards" on automobile tires has recently been received and distributed to all offices having automobiles. This schedule covers the period from Jan. 1 to June 30, 1921, and is designated as Informal Bid 380. The attention of persons having charge of either passenger cars or trucks is called to the fact that all purchases of tires, casings, and inner tubes during the period covered by this schedule must be made from the dealers who have been awarded the contract for such articles, otherwise reimbursement can not be made for such purchases.

It also should be remembered that these schedules cover only periods of six months each, instead of one year as is usually the case for contract material, and no purchases of the articles named in the schedules should be made after June 30 or Dec. 31 until the schedule for the following six months is received.

EFFICIENCY

13. In calling attention to the fact that the reports of the Bureau Chiefs are now on file in the library, the librarian suggests the importance of reading them as the Bureau of Markets is an important part of a great whole. A knowledge of the functions and activities of the other parts can not but increase the usefulness of the individual. Continuing she says- "If it is important for us to know the work of other bureaus of the Department, it is of paramount importance that we should know of our own. The report of our Chief should be read by every Bureau employee. It is an able presentation of the Bureau's work in the past year and should inspire us all to 'carry on' to the full extent of our powers."

14. A note in the Land Service Bulletin for October gives a resume of the work of the Stenographic Division of the General Land Office, which consists of about 40 workers. The statement is made that this Division writes on an average of 22,767 pages a month. Special attention is called to the increased efficiency of the "pool" system. This is of interest to the Bureau of Markets because the Land Office pool was founded on the one in this Bureau although the scheme of organization was adapted to suit the requirements of Land Office work. The Markets Stenographic Section consists of about 12 workers who write about 10,000 sheets a month.

15. The following paragraph is taken from the Fruits and Vegetables Project Letter of Jan. 6. It was written by Mr. W. L. Evans, Executive Assistant of the Division.

"If things don't suit you, complain - but complain to the person who is responsible for the existing situation or to someone who is in a position to explain or take up the matter with headquarters for careful consideration of the facts. Those responsible in the Washington offices will be glad to explain the reason for certain requirements, sometimes irritating, or give fair consideration to suggestions for changes. Don't find fault to fellow employees until you have made an effort to learn the reason for the existence of the 'objectional' situation. Engender optimism and faith in the good intentions of your fellow-workers. Our aim is efficient service as employees of all citizens of this country."

BUREAU BREVITIES

16. THE BUREAU OF MARKETS BOWLING TEAM is in the midst of a Department of Agriculture Duckpin Bowling League tournament. Thursday, Jan. 13, the team won two out of three games from the Bureau of Chemistry, which placed Markets fourth in the League. The tournament probably will not be finished until some time in March. Besides Chemistry and Markets, the following bureaus or offices are represented in the League: States Relations Service, Plant Industry, Soils, Farm Management, Solicitor's Office and Public Roads.

17. Mr. L. B. Burk and Mr. D. S. Bullock attended a meeting of the secretaries and representatives of twenty-nine Breed Registry Associations which was held in The La Salle Hotel, Chicago, Jan. 4. The meeting was called to hear Mr. Burk's report of his recent experiences in South America. Resolutions were passed in which the Associations pledged their support of the work that Mr. Bullock is about to undertake in South America. The resolution emphasizes the necessity of shipping only suitable and satisfactory live stock and concludes with the statement that a certificate stating that the assistance and cooperation of the Association has been given in the purchase of animals will be issued when such is the case.

18. AN INFORMATION CARD entitled "Marketing South Carolina Hogs" has been prepared by Mr. L. H. Lewis, Research Agent in Marketing, with headquarters in South Carolina, for distribution to the people of that state. The card contains in condensed form general suggestions about the cooperative shipment of hogs. Three ready reference tables are included. The first shows the number of hogs of any given weight that may be safely loaded in to cars of any given length. The second table contains suggestions for marking or clipping hogs to provide a simple yet positive means of identification and the third table gives the grades of hogs adopted by South Carolina with the weights and market requirements for each grade.

19. THE "SYSTEM OF ACCOUNTS FOR FARMERS COOPERATIVE ELEVATORS" devised by the Bureau of Markets has been given an enthusiastic testimonial by one of the Oregon elevator companies. The testimonial was sent to Mr. Paul Mehl, Agent in Marketing, in Oregon.

20. ONE OF THE WOOL EXHIBITS prepared in the Bureau will be placed on exhibition at the Junior High School, Seventh and C streets, Washington, some time this week and will remain there for several weeks. The exhibit is loaned to the High School at the request of one of the teachers and will be shown in connection with the work with textiles being

done by the pupils of the school. The exhibit shows the processes of woollen manufacture.

21. A SPECIAL OPPORTUNITY was given the employees of the Department of Agriculture during the latter part of the past week to subscribe to the fund for the children of Central and Eastern Europe.

PERSONALS.

A number of addresses on the work of the Bureau of Markets will be given at various points during the present week. These are a part of the series announced last week, which has been arranged by the Bureau in response to requests from State extension workers. Mr. E. G. Montgomery will speak before a County Agent Conference at Champaign, Ill. Jan. 19 on "The World Market Situation." Mr. F. S. Ruggles will give an informal talk the following day at the same place on "Cooperative Purchasing and Marketing." Mr. H. K. Holman will speak at Salt Lake City, Utah, Jan. 17, 18 and 19, before the National Wool Growers' Association on "The U. S. Warehouse Act an aid to the Gradual and Orderly Marketing of Farm Products." Dr. W. L. Wanlass will speak at Reno, Nev. Jan. 21 and 22 at a County Agent Conference. His subjects will be "Efficiency in Marketing Farm Products" and "Work of the Bureau of Markets." Mr. C. A. McNabb will speak before a County Agent Conference at Tuscon, Ariz. on the "Work of the Bureau of Markets" Jan. 18, 19 and 20.

Mr. H. E. Kramer, who went to England Nov. 11 on the S. S. Neponset for the purpose of studying the transatlantic shipment of fruit, sailed for New York Jan. 9 on the "Eastern Maid." He is expected to arrive about Jan. 18.

Mr. R. H. Elsworth left Jan. 13 on a field trip to confer with the men interested in Extension work in marketing in Atlanta and Athens, Ga., and at Clemson College, South Carolina.

Mr. G. O. Gatlin left Washington Jan. 16 to spend several days in the field conferring with Agents in Marketing, Directors of Extension, and other agricultural officials. He will visit Knoxville and Memphis, Tenn; Little Rock, Ark.; Stillwater, Okla.; and Dallas, Tex.

Mr. L. B. Jackson, Chief of the Georgia State Bureau of Markets, spent a day in Washington recently, in conference with Bureau specialists who are interested in marketing work in Georgia.

Mr. W. A. Sherman and Mr. E. W. Samson left Washington Jan. 16 to attend meetings of the convention of the American Fruit and Vegetable Shippers' Association to be held Jan. 19 to 21. Mr. Samson expected to

meet the Standardization Committee of this Association Monday and Tuesday. Mr. Sherman will also confer with employees of the Fruits and Vegetables Division while in Chicago.

Mrs. Lenore B. Fuller, who has been connected with the Personnel Section of this Bureau since October 1, 1918, has been transferred to the Bureau of Plant Industry, where she will assist with the executive work in the Office of the Assistant to the Chief of Bureau.

Mr. W. R. Meadows, who is in charge of the Cotton Division, went to New Orleans Jan. 12 for a business trip. He expected to return Jan. 17.

Mr. Fred. Taylor of Akron, formerly a member of the Bureau staff, spent last week in Washington and took the occasion to renew old friendships in the Bureau.

Mr. W. G. Blair, in charge of the cotton spinning tests at State Agricultural College, West Raleigh, N.C., came to Washington last Wednesday for a short business trip.

Mr. J. K. Wood, of the Cotton Division, left Washington Jan. 17 for West Raleigh, N.C., where he will demonstrate the official cotton standards of the United States.

Mr. C. C. Snedeker, a Grain Sampler at the St. Louis office, resigned Dec. 21 to accept outside employment.

Mr. H. B. Richardson of the Cotton Division, whose headquarters are now at West Raleigh, N.C., spent Jan. 12 in Washington on official business.

Mr. C. L. Simering went to the New York office of the Cotton Division Jan. 12 to remain there until the end of the month.

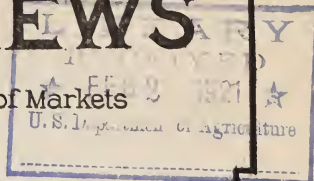
Mr. Ira T. Black and Mr. D. I. McGeehee of the Cotton Division went to New York Jan. 12 to assist the Board of Cotton Examiners at the New York Exchange in handling cotton samples and work of a similar nature. They will remain until the end of the month.

Mr. G. S. Malloy left Saturday, Jan. 15, for New Orleans and other southern points to be gone for a week. He will interview some of the men in charge of the Cotton Marketing Demonstration work.

Mr. P. M. Williams, who is traveling in Texas in the interests of the establishment of peanut grades, has reported a marked demand for official grades on shelled peanuts. It is possible that as a result of this trip tentative grades for peanuts may be prepared by the Grades and Standards Section.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

JANUARY 25, 1921

VOL. 4, NO. 4

1. APPROPRIATIONS BILL INTRODUCED IN HOUSE.

The bill making appropriations for the Department of Agriculture for the fiscal year ending June 30, 1922, was reported by Mr. Anderson from the Committee on Appropriations Wednesday, January 19. The bill carries for the entire Department an increase over existing appropriations of \$1,804,675, of which sum \$1,000,000 is for the National Forest Reserve Commission, to be used for the acquisition of additional lands at headwaters of navigable streams.

So far as the Statutory rolls of the several bureaus are concerned, it stated that it was not the policy of the Committee to allow increases in salaries, but in some cases to allow an additional number of persons in the higher grades, at the same time reducing the number of persons in the lower grades. The report stated that it was the unanimous opinion of the bureau chiefs who appeared before the Committee that this policy would result in a higher degree of efficiency.

A further statement was made to the effect that it was not the policy of the Committee to allow increased lump sum appropriations for investigational or extension work already being carried on. The reason given for this was that in the present financial condition of the Government increased activities along lines which present no particular or unusual emergency could not be justified. The item covering the purchase and distribution of seeds has been eliminated, the Department having recommended the elimination of this item on several occasions, and having requested in the estimates that it be dropped.

The Bureaus of Markets and Crop Estimates have been combined in the new bill in accordance with the recommendations of the Department, and a total appropriation recommended for the work amounting to \$2,939,444, a net increase of \$82,079. The paragraph known as "Marketing and Distribution" was increased by \$26,000, but the establishment of separate items to cover "Foreign Marketing Investigations" and "Preservation of Food Products in Transportation and Storage" was eliminated.

The amount of money available for the conduct of the market news services is approximately \$13,000 less than that available for the present

year, while there is an increase for the Food Products Inspection Service of approximately \$53,000. The appropriation for Grain Standardization work has been reduced about \$11,000, while the appropriation for the Enforcement of the Grain Standards Act remains at its present figure. An increase of \$82,000 will be made available for crop estimating work if the bill goes through in its present form, and \$30,000 additional will be appropriated for the administration of the warehouse Act. Since the current appropriation for the latter work is now supplemented by approximately the same amount, however, there is, in effect, no increase. Provision is made for the continuance of the item covering the work of the Domestic Wool Section of the War Industries Board.

2. MARKETS AND CROP ESTIMATES TO POOL INFORMATION AND ISSUE STATEMENTS.

A conference of officials of different Bureaus was held in the office of Assistant Secretary Ball Jan. 15 to consider the general agricultural situation with special reference to the issuance of a statement for publication. The discussion took a wide range, but the serious slump in prices of grain and live stock, cotton, wool, hides, and other farm products was believed to be due mainly to the reduced consumption and purchasing power of Europe. It was thought to be extremely doubtful whether consumption will return to prewar volume for several years to come. For the United States it was recognized that wholesale prices as well as farm prices had declined greatly, but that retail prices are still being maintained on a high level by retailers who are making a desperate effort to avoid losses on goods bought at high prices. It was believed that if consumers refrain a while longer from buying freely retail prices must come down. The consensus of opinion was that the Bureau of Crop Estimates and the Bureau of Markets should arrange to pool their information on world conditions of supply and demand, publish the data as soon as available in the weekly Market Reporter and the Monthly Crop Reporter regularly, and once a month prepare a general review of the situation with respect to the great staple crops and principal classes of live stock.

At a conference this week between the representatives of these two Bureaus it was decided to set up a tentative organization along commodity lines which will provide for bringing together all the latest statistical information regarding each commodity and for the issuance of a monthly review in popular form for immediate release to the press and publication in the News Letter. This plan involves the employment of commodity specialists, each of whom will be the recognized leader of the group working on a commodity in the combined Bureau of Markets and Crop Estimates, and be responsible for bringing together all available data, for their interpretation, and the preparation of the monthly review.

The specialists will also represent the Department in dealing with the public, especially with organizations of producers and other factors in the industry. To begin with specialists will be designated to report for cereals, cotton, wool, beef cattle and miscellaneous crops. Within the Bureau also standing committees will be formed somewhat similar to the Crop Reporting Board to pass upon the data available and the practical conclusions to be drawn therefrom. Specialists of other Bureaus will be invited to sit with these committees in an advisory capacity, so that the interpretative statements in the monthly popular review will represent the best judgment of the Department at the time they are issued. It is hoped that the necessary arrangements can be made to put the plan in operation on a small scale without delay and to develop and expand the service gradually as the status of funds and personnel may permit. It should result in supplying to farmers and business men periodically, systematically and in a form to be readily understood the latest information available for each of the great staple crops and classes of live stock. So far as practicable attempts will be made to forecast the future and to indicate the practical application of the forecast to the production and marketing problems of farmers.

3. MR. TENNY APPOINTED ASSISTANT TO THE CHIEF.

Mr. Lloyd S. Tenny, who has been appointed an Assistant to the Chief of the Bureau, assumed his duties Jan. 15. He will assist in formulating and in carrying out a policy of cooperation between the Bureau of Markets and the state institutions dealing with marketing, and between the Bureau of Markets and the other Bureaus of the Department. Mr. Tenny will undoubtedly desire to consult with the Division and Section Leaders freely and secure their advice and help in this important piece of work.

Mr. Tenny served in the Bureau of Plant Industry of this Department from 1902 to 1910, and was active in State agricultural work from 1910 to 1913. Since 1913 he has been engaged in the commercial development of nurseries and in the handling and marketing of fruit in the South and in fruit growing in New York State. He has served as Secretary-Manager of the Florida Growers' and Shippers' League; as Chairman of the Executive Committee of the Florida Growers' and Shippers' League; as Secretary of the Florida East Coast Growers' Association; as Vice-President of the Eastern Fruit and Produce Exchange; and as Vice-President of the North American Fruit Exchange.

4. HEATER CAR TESTS BEING MADE.

Mr. C. W. Mann of the Preservation of Fruits and Vegetables Project left Washington Jan. 19 for the Northwest to take part in the heater car experiments now being conducted by this Bureau. The test is being made on seven cars loaded with apples. Two of these are heated by means of the floor heating system devised by the Bureau and the others with various modifications of the system of portable stoves now most commonly used. The train will soon leave Wenatchee, Wash. for Chicago and Mr. Mann will probably join it at some point in Montana.

In the investigations to be made variations of the different methods of heating will be compared under extreme low temperatures. The portable stoves are placed in the bunkers at either end of the cars and burn either oil or charcoal. These may be replenished without opening the cars. The air circulation in this type of car is somewhat limited and the purpose of the tests is to work out improvements. With the heating system devised by the Bureau the heater box is placed under the floor beneath the door and the warm air circulates through a series of floor ducts. These heaters can be adapted to burn oil or charcoal and may be replenished without opening the car. The system of air ducts distributes the warm air under the floor, a point of great importance in preventing freezing in the shipment of fruit. The car was designed chiefly by Mr. L. W. Collins, formerly of this Bureau, at the request of the United States Railway Administration in the hope of finding a car that would be suitable for cold weather shipments and also adapted to warm weather. It is believed that the car devised by the Bureau will fulfill these requirements. Many of the problems connected with the shipment of fruit in winter will be studied in the series of tests now being made and any possible modifications of the portable stove system will be tried. Other shipments will be studied later, some of which will be billed to St. Paul as well as to Chicago. The men who are conducting the tests are Mr. R. R. Pailthorpe, Mr. V. G. Gibson and Mr. Edwin Smith.

5. SPACE CHANGES TO BE MADE.

A number of the offices of the Bureau are to be moved about in the Bieber Building, and the Project of Preservation of Fruits and Vegetables in Transit and Storage will be moved over to the second floor of the F building at 7th and B streets. The details of the various changes to be made in the near future are given below.

Mr. C. W. Mann's project, Preservation of Fruits and Vegetables in Transit and Storage, is to be moved from its present quarters in rooms 601, 602, 603, and 604 on the sixth floor of the Bieber Building, to rooms 5-225, 5-226, 5-227, and 5-228 on the second floor of the fifth wing of the F Building near 7th and B streets, N.W. The laboratory

equipment for the Project is to be moved from a room in the Warehouse Building at 221 Linworth Place, S.W., to space adjacent to the office assignment in the F Building.

This will necessitate some readjustment in some present temporary assignments in the F Building, involving the Stenographic Sub-section and the work of the project, Cooperative Purchasing and Marketing.

Mr. I. C. Franklin will be moved from his present quarters in room 525 in the Bieber Building to room 4-327 on the third floor of the fourth wing, Group C of the temporary State, War and Navy Department Buildings, near 6th and B streets, N.W.

The central office of the Branch of Operation, consisting of rooms 605 and 607, will be moved one room eastward into room 603, vacated by the project Preservation of Fruits and Vegetables in Transit and Storage.

Mr. Snow's office will be moved from room 701 into room 602, also vacated by Mr. Mann and his assistants.

The Time Clerk will move from room 702 into room 601, vacated by Mr. Mann's office.

Miss C. B. Sherman, Miss K. G. Rice and Mrs. Ruth Montgomery will be moved to the room vacated by Mr. Bailey, room 607.

The room to be vacated by Mr. Franklin, room 625, though not immediately adjacent to that now occupied by the Drafting Section, will be used for the relief of the overcrowded conditions in that Section.

It is expected that Mr. L. M. Estabrook will move into room 720 temporarily. Mr. Morrill will occupy room 702, and Miss Cox and Mr. Yohe will be in room 701. The inside court rooms 604 and 606 will be available for assignment to projects which are badly crowded for space. Under present conditions, the assignment of Mr. Franklin's room to the Drafting Section and the use of certain vacated rooms by overcrowded projects, are upon a temporary basis.

6. DIVISIONAL INVENTORY REPORTS DUE FEBRUARY 1, 1921.

It has just come to the attention of the administrative offices of the Bureau that in some parts of the Bureau there seems to be no adequate understanding in regard to the divisional inventory reports to be turned in to the Bureau Property Clerk upon February 1, 1921.

Bureau Memorandum No. 181, revised, dated January 6, 1920, entitled "Inventory Records and Statements" contains the following paragraphs:

"During the next few months, each division of the Bureau should bring its inventory records completely up to date, compare them with the property actually on hand but not listed, record as missing any property listed on the records but not found on hand, and have the complete statement checked with the Bureau records. By checking excesses reported by some divisions against shortages reported by others and executing the necessary transfers, the Bureau Property Clerk will adjust all such discrepancies and reduce the shortages on each item to a net total for the entire Bureau. Such further adjustments as may be required will then be made, by dropping missing property from the inventory or by having it replaced or paid for by the persons responsible for losses, and the Bureau and divisional inventories will be complete, accurate and up to date."

"One year from the date of this memorandum will be allowed for the complete execution of this work. Beginning February 1, 1921, and annually thereafter, each project will be requested to submit a complete statement of all non-expendable items and equipment actually on hand on January 1 of each year. The permanent field branches will be required to submit these statements, on forms which will be provided, to their division heads in Washington as soon after January 1 as possible. Each division operating permanent branch offices will maintain a separate card inventory for each branch and the annual statements from the branch offices will be checked by the division against these records. The statements furnished by the branch offices of each division and the divisional inventory of temporary field stations will be combined with that of the Washington office and the whole division as a unit will submit a report of all non-expendable property actually in its possession. The inventories of the temporary field stations of each division will be carried as a single unit. These statements will be checked carefully by the Bureau Property Clerk against the Bureau records, and at some time during each year, the property of the Washington offices of the various divisions will be examined by a representative of the Branch of Operation and checked against the corresponding items on the latest inventories rendered. So far as may be practicable, this also will be done in branch offices."

The special attention of divisions, projects, or other independent units of the Bureau is called to the requirements of the paragraphs quoted above. It is emphasized that reports submitted by branch offices and subdivisions to their divisional head offices, and the

divisional reports prepared for the Property Clerk, are to be actual physical check reports of date of December 31 and not reports made at some previous time during the year with subsequent changes merely taken from the card records for the rest of year and added to the report. These reports should be made out on Form BM 71 for branch offices and subdivisions. All divisions, independent projects, and other units of the Bureau which report directly to the Chief should prepare their inventory reports on Forms BM 72a and 72b, and transmit them to the office of the Property Clerk of the Bureau not later than February 1, 1921.

7. BRANCH OFFICE DIRECTORY.

With this issue of the News there is being published a new Branch Office Directory and hereafter all changes in the Directory will be announced as they occur so that persons having copies may keep them up to date. In order that this may be done, it is requested that all projects having branch offices shall forward to the Branch of Operation as promptly as possible notices of all changes in items shown in the directory. Form BM-46 should be used for this purpose.

8. MR. H. F. CHURCH TO ASSIST IN PLANNING GRAPHIC WORK.

The following letter has been sent out by Dr. C. J. West, under whose administration the Drafting Section and the Market Statistics Division has recently been correlated:

January 21, 1921.

MEMORANDUM FOR DIVISION AND SECTION LEADERS

Following the letter addressed to you by the Chief of the Bureau under date of January 7, 1921, regarding a change in the organization of the Drafting Section, I wish to let you know that Mr. Henry F. Church will be available for assistance in the planning, laying out and designing of any graphic work which you have in mind. Please make full use of him in order that we may increase our graphic output.

Will you please request the members of your Division, or Section, beginning with Monday, January 24, to have their contacts with the Drafting Section through Mr. Church. The draftsmen are under instruction not to begin new work on charts or drawings of whatever nature except on the specific approval of Mr. Church, and all work turned out by the Drafting Section will pass through his hands and receive his final approval.

Please feel free to call upon Mr. Church at any time and for any matters in connection with the methods of presenting the material of your Division.

Very truly yours,

(Signed) C. J. West
Specialist in Charge,
Division of Marketing Statistics.

9. IN THE LIBRARY.

The Federal Reserve Banks issue periodicals with various names for the information of member banks and the business interests of the district in which the bank is located. The Bureau library has asked to be put on the mailing list to receive these publications currently. To date affirmative replies have been received from the Federal Reserve Banks of Boston, Chicago, Cleveland, Kansas City, New York, Philadelphia, Richmond and St. Louis. The others will no doubt be heard from later.

The American Farm Bureau Federation has begun to publish a Weekly News Letter, of which two issues have been received. This is in mimeographed form and is filed at the periodical desk in the Library.

10. CIRCULATION OF THE MARKET REPORTER NOW 31,000.

A jump of a little more than fifty per cent in the circulation of The Market Reporter since July 1, 1920, speaks well for the manner in which the public is receiving the Bureau's official publication. On July 1, 1920, the circulation was 20,000. On Jan. 1, 1921, the circulation was 31,000. In this connection it should be remembered that The Market Reporter is mailed only upon request. Mr. M. H. Hess, Executive Assistant of The Market Information Division, who is in charge of the circulation of The Market Reporter, has estimated that by next July the number of "subscribers" will again show a large increase.

EFFICIENCY.

11. IN ANSWERING CORRESPONDENCE some of the Divisions have found it a decided advantage to reply at once, whether the information requested is available or not. If it is not available this fact may be stated and a promise of further attention given. The inquiry should then be filed for future reference and a notation made on a daily memorandum pad of the approximate date when such information may be expected to be

available. Filing a carbon copy of the inquiry with material on a similar subject in a letter file, would also insure future attention. Whenever possible it is advisable to enclose copies of The Market Reporter or make references to Government bulletins bearing on the subject. The list of bulletins available for general distribution is issued annually by the Divisions of Publications and it may be kept up to date by supplementing it with the monthly lists also sent out by this Division. One Division Head has estimated that a third of the inquiries coming to him can be answered by references to Market Reporter articles. Inquiries indicate the information most in demand and often suggest topics for Market Reporter articles and for bulletins as well.

12. THAT LEASED WIRES HAVE SAVED THE GOVERNMENT A TOTAL OF \$206,196.07 on the work of the Bureau of Markets during the past year is the estimate of the Superintendent of Telegraph, Mr. W. C. Ten Eyck. The same volume of work which, if handled commercially, would cost \$344,653.04, has been done by the Telegraphic Section of the Bureau at a cost of \$138,438.97.

13. THE ADDRESSING AND DUPLICATING SECTION sent out fifty-eight sacks of mail Jan. 17. This comprised material of various sorts issued by the Bureau, all of which was handled in some way before being sent. It was an unusually large amount of mail to be handled within seven hours, and surpasses all recent records of the Section.

BUREAU BREVITIES

14. THE DENVER SECTION OF THE DEPARTMENT OF AGRICULTURE CLUB met Jan. 6 for luncheon. The method of organizing for lecture work was discussed and correspondence was read regarding the availability of Department motion picture films. Listing all of the Bureau telephones in the Denver directory under the general heading of the "U. S. Department of Agriculture" was a proposed change also under discussion. The Bureau of Markets was represented at the meeting by Mr. W. F. Heppe, who suggested the preparation of a mimeographed statement of the various Departmental activities in Colorado, for distribution at the Stock show to be held in Denver this month. This statement as issued gives the addresses and lines of work being done by each of the twelve branches of the Department represented there, calling especial attention to the kind of work handled by each branch. It is expected that later the circular will be printed by the Government Printing office for more general distribution.

15. THE BUREAU OF MARKETS RIFLE CLUB met recently in the Conference Room and elected officers for 1921. They are: President, Mr. M. H. Hess; Secretary-Treasurer, Mr. J. N. Arndt and Executive Officer, Mr. C. P. Cooper. The question of including revolver practice in the activities of the club was discussed favorably. It was announced that thirty-eight caliber revolvers and ammunition could be purchased by individuals from the War Department at low prices and these will be used for practice purposes. Persons desiring to join the Club and purchase revolvers should see one of the officers immediately.
16. AT THE BEGINNING OF THE NEW YEAR this Bureau had a staff of 1335, of which about half were in the field. The exact figures show that a total of 620 were in Washington, 699 in the field and 16 on furlough. Of those in Washington 163 were technical and 458 clerical or sub-clerical. Of the sixteen on furlough 5 were technical workers and the others clerical or subclerical. In the field the proportion of technical workers was larger, being 458 to 241 clerical.
17. A RESOLUTION "THANKING THE UNITED STATES BUREAU OF MARKETS for assistance rendered in this work, their offer to cooperate in the future and asking them to complete at as early a date as possible the standardization of grades of flue cured tobacco" was passed at a meeting of representatives of tobacco growers and state officials, held Dec. 17, 1920, at Richmond, Va.
18. THE BUREAU WAS REPRESENTED by Mr. R. L. Baldwin at the January luncheon meeting of the Department Club of Portland, Ore. At this meeting Dr. E. C. Joss of the Bureau of Animal Industry gave a talk on the meat inspection work of the Department.
19. THE STATISTICAL CONFERENCE RESUMED MEETINGS Saturday, Jan. 22, at 11:00 A.M. in the Bureau of Markets Conference Room. Mr. C. R. Chambers of the Office of Farm Management presented an interesting problem of certain statistical anomalies that have arisen in connection with a study which he is making of the relation between farm rents and farm prices.
20. UNUSUALLY HEAVY DELIVERIES OF COTTON against January future contracts will be submitted for classification and certification both in New York and New Orleans. This makes many demands on the Bureau offices at these points. A number of people from the Washington office have gone to New York to remain until the rush season is over, which will be about the first of February.

21. MR. G. S. MELOY REPRESENTED THE BUREAU at the celebration of the fiftieth anniversary of the New Orleans Cotton Exchange and the laying of the corner stone of the New Cotton Exchange Building there.

22. THE "BUGLE" ISSUED BY THE PUBLIC SPEAKING CLASS has been discontinued. This little paper has been distributed after each session of the Class and has always contained a resume of the talks given at the meeting.

23. CONTRIBUTIONS AMOUNTING TO \$535.60 WERE MADE BY members of the Bureau staff now in Washington towards the Hoover campaign for the children of Central and Eastern Europe. It has been estimated that \$10 will save one child so it can be seen that the generosity of the Bureau will have a widespread influence.

24. HEARINGS ON THE BILLS PROPOSING TO REGULATE GRAIN AND COTTON exchanges were concluded Thursday, Jan. 20. These hearings have been attended by representatives of the Bureau. The Committee will again convene on Tuesday, Jan. 25, to hear an address by Mr. Clifford Thorne.

25. THE DEPARTMENT OF AGRICULTURE WELFARE ASSOCIATION held its annual meeting Monday, Jan. 17, in the Main Building of the Department. Mr. Alexander Mc C. Ashley made a financial report and discussed the relief furnished during the past year. A detailed report will be issued later. Mr. Ashley was re-elected president of the Organization.

PERSONALS

Mr. Stephen Bray, in charge of the Live Stock and Meats Division, attended the annual meeting of the American National Live Stock Association at El Paso, Tex., Jan. 12 to 15 and is now conferring with the representatives of the Division, in the western offices, about the live stock reporting work. Before returning to Washington he will visit the St. Paul office and will hold a conference with representatives of the Minnesota State Department of Agriculture relative to the continuation of the cooperative agreement between that Department and this Bureau in reporting the St. Paul market. Later, in Chicago he will confer with Professor Mumford of the Illinois Agricultural Association, who is employed by this Bureau as Consulting Specialist in Live Stock Marketing.

Mr. G. B. Alguire of the Hay, Feed and Seed Division, left Ft. Worth, Tex., Jan. 19 for an extensive trip through the Southwest to interview the leading broom manufacturers. He will study the qualities of

broom corn and the methods of handling, marketing and manufacturing and will later prepare a bulletin on these subjects.

Mr. D. S. Bullock went to New York Jan. 15 and sailed for Buenos Aires Wednesday, Jan. 19. He will represent the Bureau as Agricultural Trade Commissioner in South America and will have an office in Buenos Aires, Argentina, with the Commercial Attache who represents the Department of Commerce. During his six months' stay in Washington, Mr. Bullock made many friends in the Department of Agriculture and in the other federal departments with which he came in contact in making arrangements for the work he is about to undertake. Before he left Washington, some members of the Live Stock and Meats Division held a little reception and gave every one in the division the opportunity of extending personal good wishes for a safe and pleasant voyage.

Mr. G. T. Willingmyre, Specialist in Charge of the Wool Marketing Standardization Work of the Bureau, left Washington Jan. 21, on a trip to Little Rock, Ark.; Jefferson City, Mo.; Lincoln, Nebr.; Denver, Colo.; Bozeman, Mont.; Fargo, N. D.; St. Paul, Minn.; Madison, Wisc.; Chicago, Ill.; Lansing, Mich. He will confer with Agents in Marketing of the Bureau Project, State Cooperation in Marketing, at these points, also officials of the State Departments of Agriculture Divisions of Markets, and others interested regarding the establishment of standards for wool, and wool marketing problems.

The last of the series of addresses by Bureau men that was arranged in response to requests from outside the Bureau will be given this week. Mr. H. C. Marshall will speak at East Lansing, Mich., Jan. 31 and Feb. 1 and 2, at a County Agent Conference, on the following subjects: "The Present Situation with Regard to Farm Prices," "Standards for Farm Products," and "Work of the Bureau of Markets." Mr. H. K. Holman will speak Jan. 25 and 26 at Lincoln, Nebr., at the Mid-West Farm Bureau meetings on "The United States Warehouse Act, an Aid to the Gradual and Orderly Marketing of Farm Products." Mr. W. A. Wheeler of the Market Information Division will give an informal talk on the "Work of the Bureau of Markets," at a conference of Delaware County Agents at Newark, Del., Feb. 9.

Mr. W. R. Meadows, in charge of the work of the Cotton Division, returned Thursday, Jan. 20, from New Orleans where he went on official business.

Mr. Geo. H. Baston of Grain Investigations General Field Headquarters, has resigned from the Department, effective Jan. 15, to go with the Commercial Union of America, 25 Beaver St., New York City, in the grain and flour department. The investigational work of which Mr. Baston has had charge, with reference to cars of grain arriving out of condition in different markets, will be temporarily in charge of Mr. J. H. Frazier.

Mr. A. W. Herger, who is in charge of the enforcement of the Grain Standards Act, left Chicago Jan. 13 for Omaha to investigate alleged irregular practices in that city. From Omaha he went to Louisville, Ky., and Nashville, Tenn., to investigate market irregularities.

Mr. H. E. Truax of the Los Angeles office recently made a trip to San Francisco, Stockton, and Sacramento to consult with dealers, growers, landlords and State officials regarding the advisability of the State promulgating the U. S. potato grades. On account of Oriental labor, second growth, and the crude harvesting methods, California presents more difficult potato grading problems than any other State. Mr. Truax also visited the celery sections near Sacramento to investigate celery grades.

Mr. H. L. Hebler, a returned soldier, has been sent to the Bureau by the Federal Board for Vocational Education to take the training for a Grain Sampler. He will be located at Baltimore.

Mr. C. D. Ashmore, of the Live Stock and Meats Division, went to a local hospital for an operation Jan. 16. He will be absent from the office for some time.

Mr. L. B. Burk of the Live Stock and Meats Division left for Denver Jan. 16 to attend a meeting of the Board of Directors of the American Cattle Breeders' Association. He will give an address on the live-stock conditions in South America and discuss the prospects of finding an outlet for pure-bred stock among our Latin American neighbors.

Mr. W. C. Davis left Washington Jan. 21 to visit the eastern offices of the Live Stock and Meats Division in connection with problems relating to the reporting of meat trade conditions.

Mr. O. D. Miller, of the Fruit and Vegetable Division, left Washington Sunday, Jan. 16, and went to Waupaca, Wis., by way of Chicago. At Waupaca he will be in charge of the market reporting service on potatoes for about a month. Mr. W. A. Mosier, regularly in charge of the Waupaca office, has joined the Inspectors' training class in Chicago.

Supervising Inspector A. D. Gail, Jr., of New York has gone to Philadelphia to assist with inspection work, making it possible for Mr. W. C. Hackleman to assume Mr. F. G. Robb's duties in Washington as Mr. Robb is still absent from this city.

Mr. A. E. Nelson, who has been serving in this Bureau since October 25, 1920, and in the Department at different periods since 1913, has recently resigned his position of Assistant in Marketing Fruits and Vegetables. Mr. Nelson has been engaged in investigational work in Southern California, with headquarters at Riverside. He will enter commercial work.

Mr. A. C. Poulton of the Cotton Division, who has been in New Orleans, has returned to New York, stopping a day in Washington en route.

Mr. H. C. Slade of the Cotton Division left Washington Jan. 16 for New York, where he will remain until the end of the month. Mr. Slade will act as a member of the Board of Cotton Examiners at the New York Cotton Exchange, in cotton classing, as this work is unusually heavy just at this time. Mr. G. B. Gilbert has also gone to New York to assist in this work.

Mr. R. G. Hill of the Preservation of Fruits and Vegetables Project went to Morgantown, W. Va., Jan. 17 to attend a meeting of the State Horticultural Society. January 18 he spoke on "Handling and Transportation of Apples and other Fruits" and Jan. 19 on "The Storage of Apples and the Construction of Storage Houses."

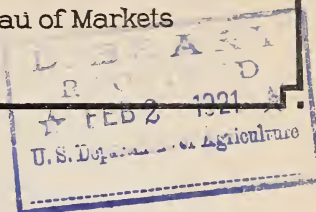
Miss Gertrude Brown of the Cotton Division has gone to the New York office to perform expert stenographic work. She will return the latter part of the month.

Mr. W. F. Heppe of the Denver office attended a meeting of the Farmers' Congress held in Fort Collins, Colo., Jan. 12, and made an address.

Miss K. G. Kostmayer of the reviewing section, who has recently been absent from the city because of illness, has returned to her work.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

FEBRUARY 1, 1921

VOL. 4, NO. 5

1. TOBACCO WAREHOUSE REGULATIONS ESTABLISHED.

Regulations for Tobacco Warehouses under the United States warehouse Act have been issued and efforts will now be made to establish standards for the classification of tobacco that will be acceptable to the entire trade. These two lines of work when accomplished will do much to place the merchandising of tobacco on a sound basis. The warehouse regulations were prepared from information obtained from extensive investigations and a thorough study of almost every phase of the industry. Before the regulations were finally formulated, hearings were held by Mr. Chester Morrill and Mr. Frank B. Wilkinson of this Bureau in the following places: Danville and Richmond, Va.; Wilson, N. C.; Clarksville, Tenn.; Louisville, Ky.; Huntington, W. Va.; Dayton, Ohio; Lancaster, Pa.; Hartford, Conn.; and New York City. At these hearings much data was obtained that was used in framing the regulations. The chief purpose of the Act and of the tobacco regulations is to establish a system of warehouses in which tobacco may be safely stored and through which the industry can more easily be financed and tobacco more advantageously marketed.

Any public storage warehouse that adequately protects tobacco may be licensed, and competent inspectors, graders and weighers may be licensed to perform service for licensed warehouses. Examinations of the warehouses and the stored commodities will be made at irregular intervals four times a year. The compliance with standards of good business practice are substantially the requirements for licensed warehousemen. Great importance is attached to the issuance of warehouse receipts as these may be used as collateral for loans, and make possible the orderly marketing of the crops. Since the passage of the Act more than 600 applications for warehouse licenses and about 300 applications for inspectors, graders, and weighers licenses have been received by the Bureau.

Plans for establishing the tobacco standards are now being formulated. The funds for this work are limited but it is thought that investigators will be placed in the various districts in which the different types are grown to obtain suitable data upon which to base standards. This work is being conducted by Mr. Wilkinson. Whatever is undertaken will be carried on in cooperation with state officials,

tobacco associations, dealers and manufacturers. A general interest has already been shown and it is hoped that all of the states in which tobacco is grown will cooperate in the investigations. Tobacco will be classified according to its form, grade, and condition. Grades will be made with reference to types. Many factors enter into the making of grades. Among these are size, color, texture and burning qualities. For the present in connection with the licensed warehouses an official sample has been provided which in a way takes the place of grades. The samples will be drawn and prepared in the prescribed way and each will be labeled and sealed.

Although tobacco ranks fourth among the crops in the United States and is worth about \$1,000,000,000 to the people and \$300,000,000 to the Government in revenue, it has always been inefficiently marketed. It has been sold by private contract and by public auction, both of which methods give an advantage to the buyer. At auction sales loose piles of tobacco are placed on the floors and hastily examined by the buyers. This tobacco is not graded and when it is offered for sale buyers are in the position to pay practically any price they please. The contract method of sale is equally unfair to the producer. Contracts for such sales are sometimes made before the tobacco is harvested and when it is impossible to determine the value of the crop. In many cases the buyer is much better informed about the prices in the market than the producer. The fact that there are no grades on which to base the sale makes it impossible for the farmer to know whether he is receiving a fair price as he is unable to make suitable comparisons with other markets. His tobacco is often forced on the market under very unfavorable conditions, because he cannot hypothecate it to secure loans with which to run his farm under the present system of marketing.

2. EXTENSION WORKERS TO MEET.

Extension directors from all over the United States will meet in Washington Feb. 1, 2 and 3 and will study the work of the Department of Agriculture. They are coming here at the invitation of Secretary Meredith. It is expected that about 40 states will be represented. Many of the sessions will be held in the Hotel Harrington which will be the headquarters. On the first day of the conference representatives of the Bureau of Markets will speak. The opening meeting will be presided over by Dr. E. D. Ball, the Assistant Secretary and at 10 a.m. Secretary Meredith will make an address. This address will be followed by one by Dr. Ball. Mr. E. G. Montgomery of the Foreign Marketing Division of this bureau will give the last address of the morning, his subject being, "The World Market Situation." In the afternoon of the same day Mr. Chester Morrill in charge of warehousing will speak on "Warehousing and Standardization" and Mr. L. E. Tenny, Assistant to the Chief, on "Cooperation." Mr. Livingston will then present the work of

the Bureau of Markets. The remainder of the afternoon will be given over to the Office of Farm Management and addresses will be made by Dr. E. C. Taylor, the Chief of that office and by other representatives.

Dr. G. M. Rommel, Chief of the Bureau of Animal Industry will be the first speaker the following morning. After his address the entire conference will adjourn to the Department of Agriculture. Here the members will divide into two groups. Group one will study the Bureau of Animal Industry and Group two, the Bureau of Plant Industry. During the afternoon Group two will study the Bureau of Animal Industry and Group one, Plant Industry. That evening an informal reception will be held in the office of the Secretary in the main Building and the Chiefs of Weather Bureau, the Forest Service, and Chemistry will present the work of their bureaus. Talks will also be given on "Forage Situation" and "Some Bacteriological Problems."

The last day of the meeting will be given over to the Bureaus of Crop Estimates and of Soils, the Information and Publications of the Department, and the Office of Home Economics. In order that all of this work may be studied the conference will again be divided into groups on this day. The conference will close on the afternoon of Feb. 3, with a meeting in the Hotel Harrington.

A mimeographed pamphlet of some 25 pages has been prepared for distribution to these visitors, by this bureau. It contains brief outlines of the bureau activities now ready for use in extension work. Minor exhibits will be made by some divisions of other bureaus.

3. SECRETARY URGES BETTER HOUSING FOR DEPARTMENT.

Secretary Meredith has recently written a letter to Senator Fernald, Chairman of the Senate Committee on Public Buildings and Grounds, calling attention to the inadequate housing of the Department of Agriculture and suggesting a building plan that would in time provide suitable quarters for the various bureaus. The letter states that the department now occupies forty-two buildings, or parts of buildings, for office, laboratory, storage or garage purposes. These are in widely scattered locations. The Weather Bureau is the farthest from the Administration Building, being 1.6 miles distant in an air line. A number of other bureau units are on Pennsylvania Avenue. Many are in temporary frame buildings constructed during the war and in these the fire risk is great. The Secretary calls attention to the numerous disadvantages and expenses that result from this arrangement, including large rentals, high maintenance costs, difficulty of intercommunication and the restricted intercourse resulting from the diffusion of the units of the bureaus.

He suggests two building processes which should in time meet the demands of the situation. First, the construction of the central

link between the two laboratory buildings which were built some time ago on the Department reservation. When this link was planned it was intended that it should take the form of a domed structure which though very attractive might result in waste space. The Secretary has pointed out that the architectural features might be preserved and at the same time the interior be utilized for offices. Construction could proceed without interference with the work of the Department as the Government already owns the site. Such a building would house the Administrative offices, the Department Library and the Disbursing office.

The Secretary also urges the acquisition of the three blocks south of the Department reservation and the gradual construction of buildings, beginning with the south half of the block and continuing with the north half when the first is completed. This method would make it possible for the construction to proceed without interrupting the work of the Department. The type of building suggested is one that is plain though pleasing in appearance, fireproof and furnished with all sorts of up to date equipment. After making adequate provision for light and air it would still be possible to construct a building sixty feet high and with a floor space of 100,000 feet on each floor, a total of 500,000 square feet, within this area. This building would house all of the Department of Agriculture, even including the Weather Bureau if moving this should be considered advisable. It is not expected however, that even this plan would meet the needs of the Department in the years to come and the Secretary recommends that provision be made for continued expansion.

It is not probable that either of these plans will be taken up at this session of Congress, which is a short and busy one.

4. STANDARDIZATION OF CONTAINERS.

The Standard Container Act fixes sizes for Climax baskets, till baskets and berry baskets. Under the provisions of this Act, more than twenty-five sizes of Climax (ordinary grape) baskets were replaced by three; 2 quart, 4 quart, and 12 quart; thirty-two odd sizes of till baskets were replaced by four standard sizes: 1, 2, 3 and 4 quarts; and the multiplicity of sizes of berry baskets was reduced, in effect, to three; 1/2 pint, 1 pint and 1 quart. There are, however, several different types of berry baskets still in use. The law also provides that baskets used for the shipment of fruits and vegetables must be made in multiples of the standard dry quart.

This law has been well received by those whose business is affected by it, and in its enforcement the Bureau of Markets has had the hearty cooperation of the manufacturers concerned. The effect of the law has been to eliminate all "snide" and sectional packages of the types affected. The shipping, handling and sale of commodities for which these containers are used has been simplified, and dealers now know what to expect when buying goods in these containers in distant markets.

5. INVENTORY RECORDS AND STATEMENTS.

An amendment to Appendix B of the Property Regulations, dated August 7, 1920, reads as follows: "Articles of public property heretofore regarded as non-expendable only when costing more than 25 cents, will hereafter be regarded as non-expendable only when costing over 50 cents, if intended for use in Washington, or over \$1.00 if intended for use in the field."

The use of these limits as minima is optional on the part of the bureau, but they will be observed by it on some of the articles listed in Bureau Memorandum No. 181, Revised, "Inventory Records and Statements."

The following articles are to be dropped from the inventory, because of their low cost or fragile nature:

Atomizers	Keys, typewriter cushion
Basins, wash	Machines, pencil sharpening,
Bits, brace and drill (sets)	x Boston and Chicago
Bits, brace and drill (singles)	Oilers
Bits, countersink	Racks, towel
Boards, clip	Screwdrivers, miscellaneous
Buckets	Screwdrivers, jewelers
Holders, Camera plate and film	Tweezers

The articles in the following list may be purchased in the field at times for less than \$1.00 each. They should, however, be carried on the inventory records:

Augers, carpenter's	Holders, crucible
Augers, cotton	Hocks, bale or box
Bars, pinch	Inkstands, iron penfilling
Baskets, waste	Inkstands, automatic individual
Beakers, metal	Irons, soldering
Bevels	Jacks, hand
Braces, bit and ratchet	Kettles
Calipers	Measures, dry
Chisels, cold	Measures, map
Chisels, wood	Nippers
Chucks, drill	Oilstones, mounted
Crucibles, nickel	Openers, box and crate
Cuspidors	Pens, lettering
Drills, hand	Pincers
Gauges, air	Pliers
Gauges, carpenter's	Pots, coffee and tea
Hammers	Pullers, nail
Hatchets	Pumps, tire
Hods, coal	Racks, rubber stamp revolving

Rules, folding
 Rules, ivory
 Saws, carpenter's
 Scalpels
 Shears, 6" or 6 1/2" under
 Shears, over 6"
 Scrapers, box

Sieves
 Squares, T
 Stencils, brass and tin
 Tags, automobile identification
 Tongs, crucible
 Wrenches

Following is a list of articles which, owing to the wide range of size and quality, in many cases are small or fragile and cheap. When such articles are purchased at a price exceeding 50 cents, they should be carried on the inventory. This applies to the field as well as Washington.

Burners, laboratory
 Cans, miscellaneous
 Colanders
 Dishes, weighing, aluminum
 Forceps
 Holders, twine

Knives
 Padlocks
 Rules, office
 Spoons, metal
 Tape, measuring

6. IN THE LIBRARY.

It may be well to make some statement for the information of the Bureau staff as to the law regarding the purchase of books and periodicals for the use of Bureau employees both in Washington and in the field.

In 1898 Congress passed a law (30 Statutes at Large, 277) restricting the purchase of books and periodicals "for the use of any Executive Department or other Government establishment under an Executive Department at the seat of Government" to appropriations specifically authorizing the purchase of books and periodicals. This law applies, of course, to all the Departments of the Government, including the Department of Agriculture. Later the Committee on Agriculture in the House took the matter under consideration and decided that the purchase of books in the Department should be specifically taken care of from the Library funds (Office of the Secretary Memorandum 62, January 26, 1914). This means that no Bureau of the Department can legally purchase a book for official use in Washington from Bureau funds. All purchases must be made through the Department Library and from the Library appropriation.

The above law has, however, been construed not to prohibit the purchase of books and periodicals for use outside of Washington from Bureau funds. To quote again from Memorandum 62:

"There seems little question that the purchase of books and periodicals from the funds of the Bureaus, Divisions and Offices should be confined to books for

definite field stations. A statement to the effect that the books are for field use is not sufficient. It should be shown definitely that the books are to be assigned to permanent stations where men are located, permanently and where for obvious reasons it is not practicable for them to refer to books of the Library of the Department. Some judgment must also be exercised even in such cases, for if field stations, for example, are located in conjunction with experiment stations or colleges having excellent library facilities, it seems reasonable to suppose that these facilities can be used. In order to carry out consistently this policy and to make the resources of the Library as widely useful as possible, the following regulations covering the purchase of books for field use from the funds of the Bureaus, Divisions and Offices of the Department are deemed advisable:

First: All requests for the purchase of books and periodicals for field use should be accompanied by a statement giving the location of the field station to which the books are to be assigned. Due consideration should also be given to the library facilities in the vicinity of the field station in order to avoid unwarranted duplication.

Second: All books and periodicals purchased from the funds of the Bureaus, Divisions and Offices for field use shall be considered the property of the Department Library after return to Washington. All books and periodicals previously purchased and now in the possession of Department employees should be forwarded to the Department Library for recording and stamping.

Third: Books and periodicals purchased from the funds of the Bureaus, Divisions and Offices should be inventoried annually. Records in regard to them should preferably be kept by the librarians of the respective Bureaus. Bureaus not having a library should designate some employee to take charge of the records in order that information in regard to the books belonging to the Department but deposited in the field may be readily available."

The Bureau Library borrowed from the Wisconsin Legislative Reference Library at Madison a typewritten copy of "Marketing Activities of the Various States: Digest of Laws," compiled by Miss Hazel Bram. This digest is complete up to November 1, 1918. It has been copied and is on file in the Library.

The index on cards to the Monthly Crop Reporter, which has been previously noted, has been brought up to date by the addition of cards for material contained in the issues of the Monthly Crop Reporter from August to December, 1920. From this time these additions will be received as issued each month so that the index will be constantly up to date.

7. STATISTICAL CONFERENCE HELD.

At the Statistical Conference on Saturday, Jan. 22, Mr. C. R. Chambers of the Office of Farm Management presented a paper on the relation between farm land values and rental values in Iowa. The point of special interest to the Conference was the apparently contradictory results obtained by different methods of classifying and analyzing the data, and the discussion centered about this point. The need for great care in working with economic and general price data because of the liability to bias in such data, was clearly brought out by the discussion. Another Statistical Conference will be held soon.

8. A DEFINITION OF MARKETING.

The Division of State Cooperation in Marketing has received a circular giving the results of a survey made by Mr. Fred W. Hofman, Director of Markets in Terre Haute, Indiana, who was formerly Field Agent in Marketing in South Carolina. This survey was made in an endeavor to arrive at a definition of Marketing that would be brief, concise, and yet cover all the essential features of the marketing process. The leading economists, interested in marketing work were requested to send in their definitions of marketing. A large number of replies were received, including several from men connected with the Bureau of Markets, namely: Dr. Theodore Macklin, Research Agent in Marketing in Wisconsin; Dr. Alexander E. Cance, Research Agent in Marketing in Massachusetts; Mr. Joseph Passonneau, Agent in Marketing in Washington; and Dr. E. G. Nourse, Research Agent in Marketing in Iowa. As a result of the survey, the following definition, which seems to cover all of the most important points brought out in the replies, was formulated by Mr. Hofman, "Marketing is giving products or service, time, place, and possession utilities, in return for legitimate compensation."

9. INCREASED DEMAND FOR MARKETGRAM.

Letters describing the "Weekly Marketgram" were sent out Jan. 17 to both weekly and daily newspapers. Over 800 requests for this service have been received to date. A personal letter will be sent to each editor who has replied giving further particulars regarding the service and informing him how and from which branch office the reports will be sent. The Marketgram already had more than 5,000 newspaper and farm journal subscribers, the combined circulation of which is estimated at about 16,000,000 readers. The addition of 800 or more newspapers materially increases the circulation of these reports. The Market

Information Division feels that it will not be long before 25,000,000 potential readers will be reached by the weekly summaries of conditions at the national agricultural markets.

10. MARKET INFORMATION TO HANDLE MAILING LISTS.

Mr. W. A. Wheeler has been assigned the supervision of the bureau mailing lists, in order that this work may be more closely correlated with the Division of Market Information. As an advisory committee to work with Mr. Wheeler in formulating policies for the distribution of bulletins and other publications of the Bureau and for the approval of mimeographed or printed circulars sent out from the Bureau, Mr. Livingston has appointed, Mr. W. A. Sherman, Dr. C. J. West and Mr. R. V. Bailey. This committee will soon consider all matters covered by Bureau Memorandum No. 66, dated August 1, 1916 and other memoranda relating to the handling of mailing lists and approval of circulars and questionnaires. A new memorandum covering these matters and consistent with the changes in the bureau since that time will be prepared.

11. VISITORS TO THE BUREAU.

About fifty representatives of the United States Chamber of Commerce who were in Washington attending the Housing Conference, visited the Department of Agriculture Thursday afternoon, Jan. 27. They were given an address of welcome by Secretary Meredith upon their arrival at the Main Building. Dr. H. C. Taylor, Chief of the Office of Farm Management and Mr. D. C. Galpin, also of that office then spoke. Mr. D. J. Price of the Bureau of Chemistry discussed the work of de-hydration and gave a demonstration of dust explosions in the hall of the Main Building, after which they were conducted through the Bureaus of Plant and Animal Industry where various exhibits were on display. Later they visited this Bureau and were shown around by Miss C. P. Lyne and Mr. F. J. Hughes. They were shown the wool and cotton standards, the telegraph service, the live stock bulletins and reports, and were then taken to the office of the Chief, where Mr. W. A. Wheeler and Mr. E. G. Montgomery addressed them on the work and the scope of the Bureau, as Mr. Livingston was unable to be present.

12. MAKE IT A FARMERS' BULLETIN.

This bureau always receives a generous allotment of the fund appropriated especially for the printing of Farmers' Bulletins, in fact we often have a margin to give to other bureaus near the close of the year when our general printing fund may be very low or exhausted. In view of this fact and the fact that Farmers' Bulletins are read by a constantly increasing number of farmers, bureau authors are urged to consider carefully the possibility of working up contemplated manuscripts in a form suitable for this series.

Certain principles regarding subject matter, selection of material and style, govern the Farmers' Bulletin series. Miss Sherman of the Division of Market Information will be glad to go over these matters in detail with anyone who is planning a Farmers' Bulletin.

13. STOCK INVENTORY.

An inventory of stock in the general supply rooms at 220 Linworth Place will be made on February 7, 8 and 9. It is therefore requested that all Washington offices, so far as possible, anticipate their requirements for supplies for these three days in order that the Bureau Supply Office may not be called upon to fill requisitions for stock while the inventory is in progress.

EFFICIENCY

14. THE FRUIT AND VEGETABLE DIVISION makes a practice of collecting and filing photographs of its employees and is now inviting any of its members, and particularly those in technical work, to send their photographs for the collection. Many of these pictures have been obtained through an arrangement with a Washington photographer who will give sittings without obligation on the part of the individual and will furnish one copy to the division without charge. The basis of the arrangement is, of course, the understanding that if the individual is satisfied he is likely to place an order for photographs, in which case a special price will be made.

Such a collection would be of value of every division in the bureau. These pictures serve several purposes but the most important consideration is that they are available on short notice for publicity purposes. Publications sometimes wish to use photographs in connection with addresses and articles and the request may come when the author or speaker is in the field. Inability to comply properly sometimes causes embarrassment. When Mr. Livingston was made Chief of the Bureau this situation arose and it was necessary to make an enlargement from a group picture for press purposes.

The Fruit and Vegetable Division has also found the scheme useful in acquainting workers in Washington with unseen correspondents in the field.

15. EXPERIENCE IN CHECKING PENCIL SHARPENING MACHINES on a large number of branch office inventories and the examination of inventory reports from other branches and from various offices in Washington show that by far the greater part of the "Chicago" and "Boston" machines listed are reported "in bad order," "broken," "worn out," etc. It is not believed that it would be advisable to purchase either of these machines in the future.

16. FIVE NEW STATIONS have been added to the Micrograph system in use in the Bureau. This has necessitated a new switchboard in the office of the Chief. The Micrograph system now connects fifteen offices with the office of the chief by means of a direct private wire. The new stations added are the offices of the following; Mr. W. A. Wheeler, Dr. C. J. West; Mr. F. J. Hughes, Mr. Stephen Bray and Mr. E. G. Montgomery.

BUREAU BREVITIES

17. NEW DEPARTMENTAL MOTION PICTURES will be shown Thursday Feb. 3 at 8 P. M. in the Central High School at Eleventh and Clifton Streets for the employees of the department and their families. There will also be a vaudeville feature and music by the pipe organ and an orchestra. No admission will be charged. Tickets were allotted to the various Bureaus in proportion to the numbers employed, and distributed by the Chief Clerks. Three hundred and fifty were allotted to the Bureau of Markets, all of which have been given out.

18. A COMMITTEE CONSISTING OF ONE REPRESENTATIVE SUGAR MAKER from each county in Vermont, a representative from the Extension Department of the College of Agriculture and Mr. L. G. Mulholland, Agent in Marketing in that state, was appointed at the twenty-eighth annual convention of the Vermont Maple Sugar Makers Association. The committee will make an immediate survey, with the purpose of forming a state wide association to market maple products. They will work in conjunction with a similar committee in New York State.

19. MARKET NEWS SERVICE ON STRAWBERRIES will be conducted in North Carolina by Mr. Gorrell Shumaker, Agent in Marketing. To this end a survey is being made among strawberry growers to secure data as to the extent of the crop so that the News Service office may be located most advantageously.

20. A CIRCULAR OUTLINING THE WORK ON COTTON CLASSING and warehousing is being prepared by Mr. Gorrell Shumaker, Agent in Marketing in North Carolina. It will be distributed to all the county Agents of that state as it suggests various ways in which the County Agents and the Division of Markets can be of mutual assistance in this work.

21. LICENSES HELD BY TWO LICENSED GRAIN INSPECTORS were revoked by the Secretary as a result of charges of incorrect grading preferred against the holders. Mr. Celsus Shepard stationed at Kansas City and Mr. Ludwig Foss of Minneapolis, were the men involved.

22. AN EXAMINATION FOR SPECIALIST IN COTTON CLASSING is announced under the Civil Service. The position carries a salary of \$2,700 to \$4,000 and the receipt of applications will close March 1. Full particulars may be obtained from the Civil Service Commission.

23. A THREE DAYS FARM SCHOOL AT LAKE VILLAGE, ILL., was attended by 85 persons. It was addressed by Mr. Turner Wright, Agent in Marketing in that state who spoke on, "The Present Marketing Situation", "Collective Marketing", "Cooperative Marketing of Hogs", and "The Relation of Standardization to Successful Marketing of Farm Products."

24. CHANGES IN BRANCH OFFICE DIRECTORY.

Cleveland, Ohio. Change telephone number of offices in the Illuminating Building from Main 1416 to Main 1995 and 1996.

Detroit, Michigan. Change address of the Sugar Building from 445 Howard Street to 1931 Howard Street. This correction is due to the Detroit numbering system being changed on January 1.

PERSONALS.

Mr. W. A. Sherman, Mr. H. W. Samson and Mr. F. G. Robb of the Fruit and Vegetable Division attended the meeting of the American Fruit and Vegetable Shippers Association which was held in Chicago Jan. 18 to 21. Mr. Sherman addressed the Association on the work of the bureau substituting for Mr. Livingston who was unable to be present. He also conferred with the legislative committee and found that this committee favored the continuation of the work of this bureau in fruit and vegetable marketing under permanent legislation. The committee also favored amending the Standard Container Act so as to give the Secretary of Agriculture the right to establish strength specifications for containers. A committee consisting of three representatives of the trade, a Bureau of Markets representative and one from the Forest Service will be appointed to make investigations and recommendations on this subject. Mr. Samson met with the Standardization Committee and reported that the cabbage grades tentatively proposed by the Bureau were approved by the committee and recommended for use by the members of the Association. Bureau recommendations for potatoes, sweet potatoes, Bermuda and northern grown onions have already been approved by this committee. Serious consideration is now being given to the standardization of trade terms with a view to eliminating one of the chief sources of misunderstanding in the produce business. Before going to Chicago Mr. Robb attended meetings of the National League of Commission Merchants in St. Louis, Jan. 11 to 14. Both this organization and the one which met in Chicago went on record as favoring the extension of the present inspection system at receiving markets, and at the Chicago meeting legislation extending inspection to shipping points was urged. Before returning to Washington Mr. Robb visited the Branch offices in Columbus and Pittsburgh.

Mr. Rollin E. Smith formerly of the General Field Headquarters of the Grain Division at Chicago has arrived in Washington and will

be connected with the Foreign Marketing Division, with headquarters here. Mr. Smith will study the world trade in cereals and breadstuffs.

Mr. E. A. Foley who as Agricultural Trade Commissioner represents the Bureau of Markets in London will move into new quarters in the building leased and used jointly by representatives of the Departments of War, Navy, State, Commerce and Agriculture, February 1. This building is a part of the American Embassy at 4 Grosvenor Gardens. Mr. Foley has had offices in this building for some time but the move will give him larger quarters. Mr. O. J. Worth has been appointed secretary to Mr. Foley.

Mr. R. J. Bosworth of the New Orleans Board of Cotton Examiners went to New York where he will remain until the rush of work in the Cotton office there is over.

Mr. E. R. Biddle in charge of the Philadelphia office of the Market News Service on Fruits and Vegetables spent Jan. 22 at Harrisburg, Pa., where he attended a meeting of State Bureau of Markets officials.

Mr. M. M. Littleton, telegrapher from the Omaha office has qualified as Market Station Assistant. He is now taking the inspectors training in Chicago.

Miss Catherine M. Viehmann, Secretary to the Chief of the Bureau, went to New York Jan. 24 to assist in the work of the branch office of the Cotton Division. She will remain there for about a week.

Mr. W. H. Shea, Grain Supervisor with headquarters at Spokane, Wash., recently went to Bozeman, Mont., to attend meetings of Farmers Week at the Agricultural College, at which grain grading was discussed. He also conferred with licensed inspectors at that market. While in Bozeman Mr. Shea learned that an effort is being made to have the Montana legislature pass a law making it compulsory, that a sample be drawn jointly by the farmer and the warehouse man, when wheat is delivered at an elevator. This sample is then to be submitted to a licensed inspector for a grade on which grade settlements must be made.

Mr. Peter Pomp, Grain Supervisor of the Chicago Office of Federal Grain Supervision resigned Jan. 17.

Mr. J. F. Mueller who has been in the employ of the Federal Grain Supervision for two and a half years and has been located at Indianapolis and St. Louis has resigned to take a position as Grain Inspector at Little Rock, Ark.

Mr. J. M. Chilton of the Kansas City office has returned to his office after a trip through the Southwest where he made an extensive investigation of insects injurious to stored grain.

Mr. G. O. Gatlin of the Division of Cooperative Marketing left Washington Jan. 27 for a trip through the South to confer with extension workers in Knoxville and Memphis, Tenn., and in Little Rock, Ark. He will return Feb. 9.

Mr. G. A. Collier left Monday Jan. 31 for a trip through Ohio and Indiana to obtain hay samples to be used in hay standardization work and also to study haymarket practices in those states.

Mr. G. A. Dabinett, Mr. G. A. Stuart and Mr. Harold Anderson went to Harrisburg, Pa., Jan. 24 to attend the Farm Products show held there. They gave a demonstration of grain grading.

Mr. H. J. Besley made a short trip to New York on official business the latter part of last week.

Mr. Chester Morrill went to New York Thursday Jan. 27 to take charge of administrative work connected with the enforcement of the Cotton Futures Act.

Mr. George Taylor and Mr. L. T. Rhea went to New York Jan. 27 to assist in the work of classifying and certificating cotton for deliveries on cotton futures contracts.

Miss Jennie Cox went to New York Thursday Jan. 27 to assist in the stenographic work connected with the unusually heavy work in the Cotton offices of the bureau.

Mr. J. H. Frazier of the Inspection Efficiency project of General Field Headquarters of the Grain Division, expects to visit the offices of Federal Grain Supervision on the Pacific Coast within the next few weeks at which time he will look into various phases of Federal Grain Supervision matters with particular reference to the efficiency records of licensed inspectors. Mr. Frazier will also give an examination for licensed inspector.

Mr. E. W. Stillwell spent Friday of last week in Harrisburg, Pa., where he conferred with dealers and growers about the grading of apples.

Mr. W. C. Hackleman who has been in Washington for some time returned to Philadelphia Monday Jan. 24 and Mr. A. D. Gail Jr. who has been assisting in the Food Products Inspection work in Philadelphia has returned to New York.

Mr. Robert Bier expects to leave Friday of this week for Florida where he will check up tentative grades on lettuce, celery, cabbage and tomatoes, at various points. After spending some time in Florida he will go to Mobile, Ala., and New Orleans and later continue on to Laredo and San Benito, Tex. At San Benito he will conduct an experimental shipping point inspection service on cabbage.

On his return trip Mr. Bier will interview cabbage shippers at Crystal Springs, Miss., and asparagus and cabbage shippers in South Carolina.

Mr. M. T. Patterson, Field Agent in Marketing, attended the North Mississippi County Agents Conference at Holly Springs, Miss., and advised the county agents about the formation of County Farm Bureaus to take charge of the commercial matters pertaining to co-operative marketing activities.

Mr. A. G. Hamilton, Extension Agent in Marketing in Louisiana, went to New Orleans recently to inspect sweet potato shipments and containers.

Mr. Daniel C. Rogers, Agent in Marketing in Missouri, attended the Missouri Farmers Week held at Columbia, Jan. 17 to 21. While there he conferred with county agents and other leaders interested in marketing work in the state.

THE BUREAU NEWS

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FEBRUARY 8, 1921

VOL. 4, NO. 6

1. SURVEY OF MARKET REPORTS TO BE MADE.

In the interests of the greatest economy and efficiency in the distribution of market information, a careful survey of the market reports issued by this bureau will be made in the near future, by a committee appointed by Mr. Livingston. The committee has been asked to propose a practical, comprehensive program for the future development of market news and statistical work. Reports are now issued by the following divisions: Live Stock and Meats; Dairy and Poultry Products; Fruit and Vegetable; Hay, Feed and Seed; Grain; Cotton; Foreign Markets; Market Statistics and Market Information. Each of these will be studied separately. The heads of the various divisions will serve on the committee while their respective reports are under consideration. In view of the probability of the consolidation of the Bureau of Crop Estimates with the Bureau of Markets, Mr. L. M. Estabrook, the chief of that bureau, will be an ex officio member of the committee. The other members will be Mr. W. A. Wheeler, Chairman, Dr. C. J. West, Mr. L. S. Tenny, and Mr. C. E. Gage of the Bureau of Crop Estimates. The possibility of combining some of the reports of the two bureaus will be considered.

The study is to be made as comprehensive as possible. Some of the points to be studied include the methods of handling reports, the form in which they appear, their value and the methods of publication and distribution. Recommendations will be made as to whether any of these can be more advantageously published by commercial news agencies and the direct distribution discontinued. The reports of other bureaus or departments also working along statistical or marketing lines will be studied from the standpoint of getting assistance from them, or avoiding duplication in the collection or dissemination of the information.

2. BUREAU OF MARKETS INSPECTION WORK FOR THE NAVY.

In the fall of 1917 the Bureau of Markets was requested by naval authorities to furnish inspectors to pass on the quality and condition of fruits and vegetables for supplying naval vessels and

transports. Complying with this request, the Grades and Standards project of the Bureau of Markets furnished two men for this work in New York City. The early experiences of these inspectors showed that a large amount of fruits and vegetables of inferior quality and questionable condition was being furnished by those to whom contracts had been awarded. Such contracts are awarded to the lowest bidder, who furnishes as low a quality as will be accepted. Many supply officers who passed upon such products were not familiar with fruits and vegetables and accepted deliveries which were of inferior quality or in bad condition. The result of such practice was that the best fruit and vegetable men had been driven out of the business of supplying the Navy, such firms refusing to submit bids because of the unfair competition which they had to meet.

While the inspectors of the Bureau of Markets had no actual authority, in practice however, the naval officials usually followed their recommendations without question. Inferior goods were rejected outright if the vessel could wait for a re-delivery. In other cases the supplies were accepted but a "cut" was made to cover the defective portion and to serve as a penalty. Such "cuts" varying from 5 to 25 per cent resulted in a saving for the Navy Department, which often amounted to from \$100 to \$2000 in a single order. Another source of loss which the inspectors have been able to prevent is in connection with over-weights. Purchases are made by the "pound net" and some of the contractors have long profited by the ignorance of the receiving officer as to the weight of the commercial packages. It was found that over-weight frequently amounting to 10 to 30 pounds per package was being paid for by the Navy.

When the Food Products Inspection Service was established in November 1917, two New York inspectors were assigned to the Navy work at that point and took up the work which had been started by Grades and Standards. This work has been so satisfactory that the Navy Department has requested the Bureau of Markets to furnish inspectors for the Great Lakes Naval Training Station, Boston, San Francisco, San Diego, Norfolk and Hampton Roads, and Philadelphia. Inspectors have been assigned to all these stations with the exception of Philadelphia, which point will be supplied in the near future. The Dairy Products inspectors of the Bureau of Markets are inspecting all butter purchased by the Navy in New York, Boston and Philadelphia. The Navy reimburses the Department of Agriculture for the salaries and expenses of inspectors assigned to this work. During the last six months approximately 12,000,000 pounds of fruits and vegetables have been inspected for the Navy at New York, Great Lakes, Boston, and San Francisco. Of this amount, approximately 900,000 pounds have been rejected and 75,000 pounds have been cut from the totals because of not complying with specifications. These figures do not include the work which has been done at San Diego and Norfolk and Hampton Roads, where the

service has been established within the last few weeks.

The following men of the bureau are now connected with this work at the points indicated:

Fruits and Vegetables

Mr. F. Wolfarth, New York City;
Mr. W. V. Stephens, New York City;
Mr. W. F. Plummer, Boston, Mass.;
Mr. L. J. Case, San Francisco, Calif.;
Mr. C. J. Hansen, San Diego, Calif.;
Mr. J. B. Wright, Chicago, Ill.;
Mr. F. E. Parsons, Hampton, Roads, Va.

Butter - part time;

Mr. C. W. Fryhofer, New York City;
Mr. R. L. Feddersen, New York City;
Mr. L. E. Gaylord, Philadelphia, Pa.;
Mr. A. B. Loring, Boston, Mass..

3. THE EFFECT OF STANDARDIZATION OF HAMPERS.

If H. R. 12350, which contains recommendations based on the extended investigations of this bureau, becomes a law, the seventy-five styles and sizes of hampers found in the market will be reduced to five. The fruit and vegetable trade is infested with "short" or "snide" hampers. Twenty-seven, twenty-eight and thirty quart hampers frequently masquerade as bushels. Thirteen and a half and fourteen quart hampers grow tall to appear as large as the sixteen quart size. A simple orderly series of sizes consisting of eight, sixteen, twenty, thirty-two and forty-two quart containers has been worked out by the Grades and Standards Section under the direction of Mr. H. W. Samson as a substitute for the miscellany now in use. Hampers of the same capacity will be of the same height and the same diameter at the top and bottom. In the scheme as planned there is but one exception to this rule of same capacity, same height and same diameter and that is in the case of the forty-eight quart hamper. Two styles of this size are permitted, a tall slim one and a shorter stockier one. The first is for shipments of Florida lettuce, and the other for more general use. However as these have definite dimensions and are used in different sections of the country there need be no confusion. Uniformity means more efficient and secure loading of cars, more effective use of space and less loss from shifting loads.

Formulating dimensions for these containers required much study. The problem of devising a container that would not only be

a standard, but would also show at first glance that it was definitely larger or smaller than those nearest it in size was a difficult one. The most suitable dimensions to give the required content were studied from several angles. Packing and display purposes were two of the many factors that were considered. It is hoped that with these simple standards of size as a basis it will be possible to bring about an improvement in the strength and quality of the hampers. Many manufacturers are working toward that end and are putting out strong and substantial packages. Other manufacturers will fall in line if their customers demand and indicate their willingness to pay for the stronger package. Standardization means simplicity in sizes. It should also mean strength.

4. HOSPITALS AND PHYSICIANS FOR FEDERAL EMPLOYEES.

The U. S. Employees Compensation Commission has recently issued a 91 page list of hospitals and physicians available in different parts of the United States to Federal employees injured in the performance of duty. A copy of this circular is being sent to each of the field offices of the bureau.

Treatment from U. S. hospitals and dispensaries where the treatment is without cost to the employe is to be obtained where practicable. Where there is no U. S. hospital or dispensary, or where the distance to them is so great, or where the nature of the injury or other conditions are such that it is impracticable to secure treatment from them, then treatment is to be secured from one of the designated physicians in the locality. In localities where there are neither U.S. hospitals nor dispensaries, nor designated physicians, the injured employe may secure treatment from any competent, well-trained physician available, and such reasonable expenses incurred in connection with the injury are to be borne by the Commission. Further detailed information is given in the circular form C. A. 76 above referred to, and in the Regulations under the Federal Compensation Act, heretofore sent the field offices of the bureau. Briefly the money benefits are as follows:

"Money Benefits While Disabled for Work - Beginning on the fourth day of disability, or if leave with pay is taken, then on the fourth day after pay stops, and continuing throughout the entire period of disability. If totally disabled, benefits to be at rate of two-thirds of the monthly pay (including value of subsistence and quarters, if furnished), but not more than \$66.67 nor less than \$33.33 per month, except when the monthly pay is less than \$33.33, in which case the monthly compensation shall be the full amount of

the monthly pay. If partially disabled, benefits to be at rate of two-thirds of the loss of wage-earning capacity caused by the injury. If loss of wage-earning capacity is permanent, compensation is payable till death.

Burial Expenses in Case of Death - Burial expenses not exceeding \$100, and transportation of body of resident of United States dying away from home station, if relatives desire it.

Money Benefits in Case of Death - To widow or wholly dependent widower, 35 per cent of monthly pay of deceased employe until death or remarriage; and, in addition, for each child under 18, 10 per cent of monthly pay until death, marriage, or reaching the age of 18. To one child under 18, if there is no widow or dependent widower, 25 per cent of monthly pay. To each additional child under 18, 10 per cent.- To be divided among the children equally, to be paid until death, marriage, or reaching age of 18, to child's guardian. Also compensation to parents, brothers, sisters, grandparents, and grandchildren, for eight years, or until death, marriage, or reaching the age of 18, if dependent on deceased, but total compensation can not exceed two-thirds of monthly pay of deceased, which monthly pay for computing compensation shall be considered to be not more than \$100 nor less than \$50, but the monthly compensation can not exceed the monthly pay.

No compensation is payable if the injury was caused by (a) willful misconduct, (b) intoxication, (c) intention to bring about injury."

Each field office should keep a few sets of the following Compensation Commission forms on hand. Mr. C. L. Snow, in the Branch of Operation, will send any forms required on request. The following directions concerning the most important forms may be useful:

C. A. 1 - Nature of Injury, should be submitted to the immediate official superior by the injured employe within 48 hours after injury. Copy should be retained by official superior if form C. A. 2 is not submitted, original forwarded to the Washington office.

C. A. 2 - Report of Injury should be submitted as soon as practicable and should be accompanied by C. A. 1.

C. A. 3 - Report of Termination of Injury is not required if disability is less than 3 days, in which case the information should be given on C. A. 2.

C. A. 4 - Claim for Compensation should be filed with the official superior within 60 days after the injury causing disability for more

than 3 days and forwarded to Washington office. If disability is likely to continue 13 days, or longer, claim should be submitted at the expiration of 18 days. If less than 18 days, submit claim at expiration of disability.

5. EFFECTIVE DATE OF APPOINTMENT.

In order that the records of the department and of the Civil Service Commission may be accurate, and that correct data may be available for use in the enforcement of the provisions of the Retirement Act and for other purposes, instructions have been issued by the Chief Personnel Officer of the Department of Agriculture that the effective date of appointments shall be the date upon which the appointee actually reports for duty.

Therefore, all persons responsible for the preparation of recommendations for appointments will please ascertain the date upon which the new appointee can and will report for duty before submitting such recommendation. In any instance where the appointee does not report for duty upon the date of appointment is effective, it will be necessary to request the revocation of the action and a new appointment effective on the proper date be substituted therefor. The cooperation of all who are interested will be very much appreciated by the Administrative offices of the Department handling these matters.

6. REFUND OF AMOUNT DEDUCTED UNDER PROVISIONS OF RETIREMENT ACT.

For the convenience of employes who have separated from the service, in completing the Application for Refund for submission to the Commissioner of Pensions, applying for the refund of amount deducted from basic salary under the provisions of the Retirement Act, effective February 1, 1921, a statement will be furnished by the Personnel office to each employe at the time of separation from the service, covering the following points:

(a) Salary status of the employe from Aug. 1, 1920, provided the employe has been continuously serving in the Bureau of Markets since that date, and if not, from the date such employee entered our service (to the date of separation from the service).

(b) Leave without pay taken since Aug. 1, 1920, in the Bureau of Markets.

7. MANUSCRIPTS TO BE ANNOUNCED IN BUREAU NEWS.

Hereafter the Bureau News will announce from time to time the manuscripts which have been submitted to the Division of Publications. Inasmuch as long delays frequently occur before the printed publication is ready for distribution no publicity should be given to these items outside of the bureau.

Manuscripts submitted recently are as follows:

Chaffee, F. E., and Kerbey, McFall: Self-service in the Retailing of Food Products. Department Bulletin.

Creswell, Charles F., and Bidwell, George L.: Composition of Cotton Seed. Department Bulletin.

McKay, A. W., Fischer, G. L., and Nelson, E. B.: Handling and Transportation of Cantaloupes. Farmers' Bulletin.

Meadows, Wm. R., and Blair, W. G.: Comparative Spinning Tests of Meade and Sea Island Cottons. Department Bulletin.

The following articles have been approved for publication in the following periodicals:

Bier, Robert: Standardization of fruits and vegetables for a 200 million dollar business. To be published in The Modern Hospital.

Bray, Stephen: Market Reports on Live Stock and Meats. To be published in the Banker-Farmer.

Livingston, George: Standardization Strengthens Farm Collateral. To be published in the Banker and Manufacturer.

Sherman, Caroline B.: Full Measure for Full Price. To be published in the Reclamation Record.

Sherman, Caroline B.: Penalties of Progress. To be published in the Journal of Ass'n Collegiate Alumnae.

8. IN THE LIBRARY

The Bureau Library has written to the Chairmen of the Committees on Agriculture of the Bankers State Associations requesting any publications which they issue relating to the agricultural work

being done by the banks in the various states. The replies have been cordial and in all cases the Bureau Library has been added to the mailing list to receive such publications as are issued. The Agricultural Commission of the American Bankers' Association, of which these state committees are a part, is doing much constructive work for a better agriculture and country life.

Last week the fact that we had on file a typewritten copy of "Marketing Activities of the Various States; Digest of Laws," compiled in the Wisconsin Legislative Reference Library, was noted. Since that note was written we have received a later compilation from that Library which brings the date covered down to August, 1920, instead of November 1918, the date of the former compilation.

The Library wishes to serve all divisions and offices of the bureau by quick delivery of periodicals and prompt attention to special requests. By reporting delays in messenger service or non-receipt of periodicals, the offices will be cooperating with us to work out a good system of delivery and exchange. Since the recent removal of several offices from the Bieber Building we are more dependent than before upon the messenger service, so we are particularly anxious to have suggestions made as to the improvement of this branch of our work. Telephone Main 4650, Branch 279.

EFFICIENCY

9. THE DEVELOPMENT OF A PRACTICAL GRAIN SAMPLE BAG has been receiving the attention of the Grain Division for some time. Waterproof materials from various manufacturing concerns have been collected and tested with the result that some of the material was found to be of too flimsy construction, not waterproof, too rigid, too expensive or imparting a bad odor to the grain. Finally a material has been found that seems to meet the desired requirements. In case bags made from this material are found to stand up under actual sampling work, metal can probably be dispensed with except for shipments by mail. These bags are made of a good grade of duck and have a draw string. They are treated by the manufacturer with a waterproof and mildew proof preparation. The bags after treatment are practically as pliable as old bags now in use. As a test, a bag taken at random from the shipment was filled with water and allowed to hang until it showed signs of leaking. It was about half an hour before water began to drip from a few places along the seam, but no signs of moisture were evident on the material. The first shipment of these bags has been distributed to various supervision offices. The second shipment will be available for distribution about Feb. 15. (Grain Project Letter Vol. II, No. 4.)

10. IN PREPARING LETTERS TO BE SENT OUT IN "WINDOW" ENVELOPES care must be taken to space the name and address of the person to whom the letter is being sent so that only this will be seen. Sometimes if proper care is not taken the heading is visible and the letter is returned to the sender or it miscarries. The correct spacing for use with the envelope four and one-eighth by nine and a half, which is the size generally used for answering inquiries and for circular letters, has been worked out. If two inches are allowed between the first line of the body of the letter and the last line of the heading and three and a fourth inches between the top of the sheet and the salutation "Dear Sir" only the address will be seen through the "window".

BUREAU BREVITIES

11. THE OFFICE OF THE BUREAU NEWS is now 607 Bieber Building. Most of the other space changes announced in the Bureau News, Vol. 4, No. 4, dated Jan. 25, have also been accomplished. There seems to be some misunderstanding as to just when the Bureau News "goes to press." Items which are received on Thursday afternoon will be in time for the edition appearing the next Tuesday. It is almost impossible to use any material that comes in later than this until the following issue, so please see that it reaches us Thursday or earlier. A number of letters have been received from Branch offices stating that "correspondents" for the Bureau News have been selected. This interest is much appreciated and we hope to use a great deal of such material in the future. Personals, efficiency suggestions, "Brevities," and short paragraphs about interesting work that is being done will all be most acceptable.

12. A DIRECTORY OF BREEDERS OF PURE BRED LIVE STOCK in the State of Washington, including breeders of cattle, horses, sheep, and swine, has been issued by the State Director of the Office of Farm Markets. This directory is intended to improve the general conditions of marketing pure bred live stock by directing prospective purchasers from within the State, or from other States, to reliable dealers. More than 1,100 breeders, owning 23,383 pure bred animals are listed in this work. Photographs of representative pure bred animals, tables showing the total number in each county together with the number for sale in each county, and eight full page charts showing the distribution of the various breeds of pure bred live stock in the State are included.

13. CLASSES FOR INSTRUCTION IN FEDERAL GRAIN GRADING have been held in response to requests from grain firms in Portland, Ore., Seattle, Wash., Omaha, Nebr., Kansas City, Mo., and other points. Though most of these classes have been held after hours for the benefit of the employes of commercial firms, "class instructions" have also been given for students of Agricultural Colleges in several states. It was recently reported that in Kansas City, thirty "students" were in attendance at one of these classes.

14. THE PUBLIC SPEAKING CLASS WAS REORGANIZED at a meeting held Wednesday, Feb. 2, and will be known in the future as the Bureau Forum. The opening studies will be along the lines of parliamentary law. Mr. A. D. Miller was elected president of the new organization; Mr. B. Z. Kyle vice-president, and Miss Mary Hall secretary treasurer. A program committee was also chosen.

15. THE GRAIN GRADING COURSE GIVEN AT COLUMBIA UNIVERSITY was concluded Jan. 27. By arrangement with this bureau the course was conducted by Mr. W. B. Combs, Grain Supervisor in New York. The attendance was about twenty-four. No attempt was made to qualify the "students" for any special position, general information on the handling and marketing of grain being the subject of the study.

16. WEEKLY REPORTS OF THE ARRIVALS AND EXPORTS OF SEEDS at the port of Baltimore will soon be available and will appear in The Market Reporter. Arrangements with the Maritime Department of the Baltimore Chamber of Commerce by which this data will be furnished to the bureau, were made by Mr. G. C. Edler who made a trip to Baltimore for the purpose.

17. THE NYUSDA CLUB WHICH IS COMPOSED OF the leaders of the various projects of the Department of Agriculture in New York City held a regular meeting Feb. 2. Addresses were made by Dr. Harry B. Shaw, in charge of the Federal Horticultural Board of New York, and Dr. G. Franklin White of the Bureau of Entomology of Washington, D. C.

18. THE INDEX FOR THE INFORMATION CIRCULAR of the last six months of 1920 was distributed with the Bureau News last week. If you did not receive one, and would like to have one, send a request to the Division of Market Information.

PERSONALS

Mr. Chester Morrill has been promoted to Assistant Chief of the Bureau of Markets, effective Feb. 1, 1921. In this capacity Mr. Morrill will develop and supervise the regulatory work of the bureau. His intimate contact with and able assistance in the formulation of the legislation which served as the basis of our present regulatory work equip him in an unusual degree to direct this regulatory work.

Mr. R.V. Bailey has been promoted to Assistant to Chief of Bureau, and, in addition to having charge of the Branch of Operation and supervising the business organization on operation of the bureau in Washington and the field, will take over a certain amount of the administrative work heretofore performed by the Chief and the Assistant Chief of Bureau. As Acting Chief Mr. Bailey will sign letters of authorization, approve purchase requisitions when the amount involved does not exceed \$200, and handle correspondence addressed to the Board of Awards of the department in reference to securing and accepting informal bids. Mr. Bailey has been connected with the department for nineteen years and with the bureau in a responsible administrative capacity since it was first established, having an unusual knowledge of the history, development, relationships, objects and leadership of all phases of our work, gained through constant contact.

Mr. Stephen Bray, in charge of the Live Stock and Meats Division, returned to Washington Feb. 2. On Jan. 6 Mr. Bray began a rather extensive trip through the Middle West during which he attended the annual convention of The American National Live Stock Association at El Paso, Texas. He also visited each of the five live stock offices of the division.

Dr. F. C. Meier of the Fruit and Vegetable Inspection Service, with headquarters at New York City, spent a few days in Washington last week and addressed the meeting of State Extension Directors on Watermelon Disease Control. He will soon start on a trip to points in South Carolina, Georgia and Florida in the interests of the Inspection Service and the Cucumber Disease Investigations of the Bureau of Plant Industry. He will spend Feb. 11 and 12 at Macon, Ga., and will address the convention of watermelon distributors there.

Mr. W. M. Stevens, who has been serving in this bureau since August, 1917, has resigned his position as Investigator in Marketing to accept a commercial position in Washington.

Mr. S. Y. McConnell has resigned his position as Special Auditor in the Cost of Marketing Division. He has been employed in this bureau since April, 1920, and resigned to accept an appointment in the Bureau of Internal Revenue.

Mr. Wm. B. Warner has been appointed Junior Assistant in Market Business Practice in the Cost of Marketing Division. He will assist in the studies of business practices of organizations handling and marketing agricultural products, and in compiling statistics incident thereto. He completed two years work at Dartmouth College, and graduated from the Officers Training School of Harvard University with the commission of Ensign. For one year Mr. Warner served as Examiner for the Federal Trade Commission and for the past six months as Cost Accountant with a local firm.

Mr. H. F. Church was appointed Statistical Draftsman, effective Jan. 20, in the Division of Marketing Statistics. He will assist in developing and outlining methods and ways of presenting statistical data. Mr. Church attended the Corcoran School of Art, Washington, D. C., for four seasons and has studied illustrating and designing in the International Correspondence Schools. From 1913 to 1916 he was chief draftsman for a local Statistical Bureau and during the following three years was in military service. From July 1, 1919, to the time of his appointment in this bureau he was employed in the Bureau of Census as Statistical Draftsman.

Mr. C. J. Hansen, who was previously employed in the Bureau in the Fruit and Vegetable Division, has been reinstated. Prior to his resignation Mr. Hansen was in charge of both the Market News and Inspection Service for the Navy Department at San Diego, Calif.

Mr. A. G. Spinks has been appointed Extension Agent in Marketing and will assist with the cooperative work being jointly carried on by the bureau and the Mississippi Agricultural and Mechanical College. Mr. Spinks received his B. S. degree from the Mississippi Agricultural and Mechanical College and was superintendent of the Agricultural Department of the Grayson, La. High School, for three years. He has served as county agent for several years, and has recently been employed as Specialist in Marketing in the College where he is now located.

Mr. H. S. Yohe has recently been appointed Investigator in Marketing in the Warehouse Division. He will serve as an assistant to Mr. Morrill, who is acting in charge of the warehousing activities, doing investigational work and otherwise aiding the various units of this division. Mr. Yohe is returning to the bureau after an absence

of two years, during which time he was engaged in commercial work. He was formerly connected with the Fruit and Vegetable Division of this bureau.

Mr. C. H. Beauchamp of the Live Stock and Meats Division is visiting the division branch offices in the Middle West for the purpose of making meat cutting tests, the results of which will be embodied in the report on Retail Meat Marketing which is now in preparation.

Mr. C. D. Ashmore of the Live Stock and Meats Division is making rapid recovery from the operation which he recently underwent in a local hospital. He expects to be able to return to duty soon.

Miss Alice F. Kehoe, formerly of the Personnel Section of the Washington office, has been transferred to Boston where she will take the place of Mr. Wilfred H. Major who recently resigned.

Mr. R. L. Fedderson has returned to his work in New York after having been called to Cleveland by the illness of his father.

Mr. J. B. McCready, in charge of the Dairy Products Division office at Fond du Lac, Wis., spent Jan. 27 and 28 at the Southern Wisconsin Cheese Makers and Dairyman's Association at Monroe, Wis.

Mr. H. A. Spilman expected to leave Washington Monday, Feb. 7, to go to numerous points in Florida and Georgia to visit package factories and similar interests in behalf of the enforcement of the Standard Container Act. He will be absent for about a month.

Mr. P. L. Gray, Head Clerk of the New York Joint offices has been ill and absent for several weeks.

Mr. W. C. O'Neill of the New York office resigned from the service Jan. 31.

Mr. R. G. Hill of the Preservation of Fruits and Vegetables Project has gone to Indianapolis to confer with sweet potato growers and shippers on the subject of sweet potato storage.

Mr. L. W. Collins of the Preservation of Fruits and Vegetables Project arrived in Philadelphia Tuesday, Feb. 1, on board the "Charles H. Cramp" from San Pedro, Cal. Mr. Collins made the trip through the Canal Zone in charge of a cargo of citrus fruit.

Mr. H. C. Ryan and Mr. W. S. Lanier of the Cotton Division went to New York Jan. 28 to assist the Board of Cotton Examiners.

Mr. A. M. Agelasto returned Feb. 2 from New York, where he went to give expert assistance in the Cotton office.

Miss May E. Murphy and Miss Bessie Stratton left for New York Jan. 28 to assist in the stenographic work of the Cotton office.

A number of those who went to New York to give expert assistance in the office of the Cotton Division, have returned, among them Miss Gertrude Brown, Mr. C. B. Gilbert, Mr. D. I. McGeehee, and Miss Catherine M. Viehmann, Secretary to Mr. Livingston.

Professor H. E. Babcock of Cornell University visited the bureau last week and made some special studies of the work of the Fruit and Vegetable, Dairy Products and Hay, Feed and Seed Divisions. He expected to remain for some time but was called home and will return later to make a more extensive survey of the work of the bureau.

Mr. G.C. White, Specialist in Charge of Transportation, recently returned from a business trip to Chicago and Fort Worth. While in Chicago he attended meetings of various committees of the Fruit and Vegetable Shippers Association, where transportation matters were considered, and conferred with railroad officials about making live stock reports to the Chicago office. Before returning to Washington Mr. White went to Fort Worth, Tex., and discussed some of the work of the Transportation Division with Mr. J.E. Stubblefield.

Miss Mary G. Lacy, Librarian of the Bureau of Markets, read a paper on "An Early Agricultural Periodical" at a meeting of the Agricultural History Society which was held Friday, Feb. 5 at 8 p.m. in the lecture hall of the Public Library at 8th and K streets.

Mr. E. G. Montgomery of the Foreign Markets Division, gave an address on "World Marketing" at the Farmers Week meetings held last week in Columbus, Ohio.

Mr. G. P. Bordnar, who has been a member of the Grain Investigation project staff of Pacific Coast headquarters, has been appointed Assistant in Grain Investigation. He will be located at Portland Terminal Elevator No. 4 to devote full time to investigating the cost of bulk and sack methods of handling grain.

Dr. C. J. West, in charge of the Division of Marketing Statistics, went to New York last week to study the uses that are made of statistical reports.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

U.S. Depart.

WASHINGTON, D. C.

FEBRUARY 15, 1921.

VOL. 4, NO. 7

1. 102,100 BALES OF COTTON DELIVERED IN JANUARY ON FUTURE CONTRACTS.

During the month of January 102,000 bales of cotton were delivered in New York and New Orleans combined, on future contracts made in accordance with the Cotton Futures Act. This is a greater quantity than has been so delivered in any other months since the inauguration of government supervision of the future exchanges. Several large buyers of future contracts for cotton demanded the deliveries contemplated on these contracts, which resulted in a large amount of cotton going to New York and to New Orleans for this purpose. As all cotton so delivered must be previously classed and certificated by the Bureau of Markets, the work of the Cotton Division was greatly increased. In New York a total of 67,447 bales, and in New Orleans 21,357 bales were classed within the month by the respective Boards of Cotton Examiners.

In order to finish this large amount of work promptly, nine or ten classers were kept busy, and several specialists in cotton classing, and stenographers from Washington went to New York to assist in the work. All of the cotton offered for classification was handled before the close of business Feb. 1. It is thought that the New York office will continue to be unusually busy for some time, as in addition to its regular classifications reviews have been requested on 45,000 bales.

2. MARKET REPORTER READERS REPORT.

Answers to a questionnaire sent out to the 24,000 "subscribers" to The Market Reporter have been received from about 12,000 persons. Of the schedules returned about 9,550 have been tabulated, and the data given in these replies are being classified and compiled. It will be remembered that The Market Reporter is "for free distribution to applicants who show a need for it," which gives an indication of the character of the readers. It is pretty evenly distributed throughout the country. Its circulation lists show that it goes to every state in the Union and in numbers that are approximately in proportion to the population of the respective states. In the questionnaire sent out all of the material published in The Market Reporter was classified by subjects and by the statements, reports and reviews issued on each subject. It was so designed as to show the business or lines of work of each reader and the class of information that is of primary or secondary interest to each.

It has been found that the largest number of readers, or 47% of the total, is interested in the hay feed and grain group. The other interests by groups given in percent of the whole number are as follows; foreign markets 38%, live stock and meats 34%, dairy poultry and cold storage 32%, fruits and vegetables 25%, seeds 25% and wool and cotton 19%. When the entire report is fully classified it can be seen what group of readers according to business classification is most interested in each subject and in just what phase of each subject. As this is completed the results will be given by subjects in the Bureau News.

3. FREEZING STORAGE OF SMALL FRUITS.

The office of Preservation of Fruits and Vegetables, during the past three years, has been making observations and conducting experiments on the methods of storing various fruits and vegetables at such low temperatures as are commonly used in the freezing of fish, meat and poultry. Such practices are, indeed, much beyond the experimental stage in such sections as the Middle West, and the Pacific coast. The following fruits are now being frozen and held in commercial lots: strawberries, red and black raspberries, blackberries, logan blackberries, blueberries, gooseberries, currants and sour cherries. The procedure is simple. The berries are frozen in the crates in which they are marketed at temperatures from 10° F. to zero or below. If the berries are warm and soft, it is preferable that the lower temperatures be employed until the fruit is solidly frozen. The temperature may then be raised to 10 degrees F. and at this point the fruit can be carried for a season, or withdrawn through the winter as needed.

Only sound fruit should be frozen. The freezing process will not, of course, do away with mold. But mold will not develop at the temperatures employed.

It should be understood that none of the above-mentioned fruits can be eaten as fresh. Upon thawing they become water-logged and the tissue collapses. Since the berries are literally dead, they will rapidly decay at higher temperatures. They should, therefore, be used immediately in cooking or in frozen dishes, even before all the ice is melted. When promptly and properly made into pies, preserves, jellies and confectionery, or when frozen again into ice-cream, the frozen fruits are very palatable and in every way comparable to the best fresh products.

Fresh berries and cherries are not available during the winter months. The frozen product at such periods, therefore, must compete only with the canned or dried fruit. The latter is excellent for some

purposes but it does not possess a fresh fruit flavor. The frozen fruit is superior to the canned product in at least two ways. First, it is more nearly similar to the fresh fruit; and, secondly, it is considerably cheaper.

In view of the ease and economy with which cherries, and cherries can be successfully frozen and held almost indefinitely, this commercial practice commends itself to the widest use in all sections where there is a surplus of production and cold storage space is available.

4. THE COST OF MARKETING APPLES.

Mr. J. H. Conn of the Cost of Marketing Division has recently returned to Washington, D. C. after a long period spent in the Wenatchee and Spokane districts of Washington state, studying the business problems of fruit marketing organizations, especially cooperative fruit marketing associations. The study involved the preparation of a uniform method of preparing financial information concerning the operations of fruit packing houses and warehouses. Mr. Conn's work consisted for the most part of installing various methods in a number of plants and observing the way in which they met the tests of actual operation.

As a result of these studies three bulletins will be written. One will be on the classification of ledger accounts for fruit shippers and the method of preparing annual reports and cost statements, a second will be on business practices of fruit organizations and the third will deal with a system of accounting to be used in sampling fruit by weight. Mr. Conn has been working in close cooperation with some of the most important apple shipping houses in the Northwest since May 1919. Many of these have written to the bureau expressing their interest in his work and their approval of the projected bulletins.

5. "MIXED VEGETABLES."

To those who have not come in close contact with the business, it might be interesting to note the large volume of "mixed vegetables" shipped from the Los Angeles district. This observation was recently made by Mr. H. E. Truax, of the Los Angeles office, who gives the following data: During the month of November, 1920 there were 664 cars of these commodities shipped from that section. Most of these cars go to the smaller cities west of Denver and they are shipped the year round, although lighter shipments are made during the summer months. A note recently taken shows the following commodities packed in one car: Oranges, lemons, bell peppers, casabas, lettuce, green chili, turnips, onions, leeks, chicory, beets, carrots, tomatoes, cucumbers, persimmons, pomegranates and Emperor grapes - a total of 17 products. (Fruit and Vegetable Division Letter Feb. 11.)

6. LIVE STOCK MARKET REPORTS POPULAR IN THE WEST.

Recognition of the value of the live stock market reports prepared by the bureau for dissemination by commercial telegraph agencies to their subscribers is taking a form which shows that farmers appreciate the information these contain. According to a local manager of the Western Union at Omaha the demand for this service has assumed such magnitude that the publicity department of the Company is now issuing letters to county agents and farm bureaus calling attention to the merits of the reports.

The drive for increased business by this telegraph company has resulted in doubling the number of subscribers who receive the daily live stock market wires prepared by the bureau's live stock market reporting staff. A Western Union official in commenting on the bureau's service said "The fact that the reports are unbiased and authentic and are in a form readily understood by live stock producers makes them very popular. They are transmitted in code form, thereby saving much time in transmission. Thus, farmers can keep in close touch with the market daily at little expense. Before the preparation of these reports was taken over by the bureau, numerous complaints were registered because of inaccuracy, but during the past six months all comments have been favorable."

7. THE IMMEDIATE RELIEF ASSOCIATION.

The Department of Agriculture Immediate Relief Association requires that applications for membership be approved by the Chief Clerk of the bureau in which the applicant is employed, before they can be passed upon. Applications for membership from this bureau should be sent to Mr. Snow, accompanied by the \$1.00 membership fee. Such applications must be properly filled out, and endorsed by two members of the Association.

8. IN THE LIBRARY.

The following is a selected list of the marketing periodicals received in the Library, and classified according to the subjects covered.

General Marketing.

American Cooperative Journal. (M) American Cooperative Pub. Co.,
603 S. Dearborn St., Chicago, Ill. \$1.00 per year.
(Better farming, better marketing, better committees.)

Co-operative Manager and Farmer. (M) Manager Pub. Co., Corn Exchange Building, Minneapolis, Minn. \$1.00 per year. (Devoted to the markets of the grain, flour, feed and coal trade.)

Market Reporter. (W) Published by U. S. Department of Agriculture, Bureau of Markets. (Devoted to marketing of cotton, live stock and meats, fruits and vegetables, dairy and poultry, grain and hay and feed.)

Dairy Products Marketing.

Chicago Dairy Produce Review. Chicago Produce Co., 136 W. Lake St., Chicago, Ill. \$24.00 per year. (Daily market letter quoting prices of butter, cheese, eggs and poultry.)

Dairy Record. Dairy Record Pub. Co., 311-313 Metropolitan Bank Building, Cor. 5th and Cedar Sts., Saint Paul, Minn. (A weekly journal devoted to the interests of dairying.)

New York Produce Review and American Creamery. (W) Umner-Barry Co., 173 Chambers St., New York, N. Y. \$2.00 per year. (Covering the interests of producers, shippers and sellers of dairy and poultry products.)

Produce Packer. Barrick Publishing Co., Packer Building 530-536 Walnut St., Kansas City, Mo. \$2.00 per year. (A weekly paper devoted to the production and marketing of eggs, poultry, butter and cheese, hides, wool, furs, etc. Price quotations.

Fruit Marketing.

Better Fruit. (M) Better Fruit Publishing Co., 703 Oregonian Building, Portland, Oregon. \$3.00 per year. (A magazine devoted to the interests of modern fruit growing and marketing.)

California Fruit News. (W) Howard C. Rowley, Publisher, 341 Montgomery Street, San Francisco, Calif., \$3.00 per year. (Devoted to the production, shipping and marketing of fruit and to the interests of the canning industry.)

Grain Marketing.

Country Grain Shipper. (M) Grain Trade Pub. Co., Inc., 324 Fourth Ave., South Minneapolis, Minn. \$1.00 per year. (Official organ of the Tri-state Country Grain Shippers Association.)

Grain Dealers Journal. (S. M.) 305 So. LaSalle St., Chicago, Ill. \$2.00 per year. Charles S. Clark, Manager. (Covering subjects of interests to those engaged in grain trade. The growing, shipping, crop movement, storage, and marketing of grain.)

Price Current Grain Reporter. (W) Published by the Price Current Grain Reporter, 309 So. LaSalle St., Chicago, Ill. \$3.00 per year. (Exponent of trade interests in grain, hay, seeds, feed, flour, provisions, and live stock. Gives price quotations and market conditions.)

Rosenbaum Review. (W) J. Ralph Pickell, Editor., 428 Postal Telegraph Building, Chicago, Ill. \$5.00 per year. (Devoted to the interests of the grain, hay and feed business.)

Live Stock Marketing.

Butchers' Advocate and Market Journal. Butchers' Advocate Co., 1328 Broadway, New York. \$3.00 per year. (A weekly devoted to the meat industries of the U. S. Quotes prices and gives market conditions.)

Breeders' Gazette. (W) Sanders Pub. Co., 542 So. Dearborn St. Chicago, Ill. \$1.50 per year. (Devoted to the interests of the breeder and covers marketing of live stock.)

National Provisioner. (W) Food Trade Publishing Co., Old Colony Building, Chicago, Ill. \$3.00 per year. (Official organ of Institute of American Meat Packers' Trade and Supply Association. Quotes prices.)

Produce Marketing.

New York Packer. Barrick Publishing Co., 530-536 Walnut St., Kansas City, Mo. \$2.00 per year. (Weekly paper devoted to the interests of commercial growers, packers, shippers and receivers of fruits, vegetables, melons, etc.)

New York Produce News. P. & D. Publishing Co., 6 Harrison St., New York, N. Y. \$2.00 per year. (Weekly paper devoted to the producing and shipping of fruits and vegetables and poultry, and butter and eggs.)

Warehouses as a Factor in Marketing.

American Warehousemen's Association Bulletin. Published by Charles L. Criss, Gen. Sec., Pittsburgh, Pa. (Deals with storage of merchandise, household goods, dairy products, with cold storage and care of food, pure food laws, accounts for warehouses, etc.)

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Distribution and Warehousing. (M) Class Journal Co., U.P.C. Building, 239 West 39th St., New York, N. Y. \$2.00 per year. (Devoted to the storage and distribution of goods, and the standardization of warehousing.)

Farm Papers which have a Section Devoted to Marketing.

Dakota Farmer. (S.M.) ("Markets" Department)

The Farmer. (W) (Department called "Business and Markets")

Indiana Farmers Guide. ("Weekly Market Review" department)

Kansas Farmer and Mail and Breeze. (W) (Contains marketing sections for grain and live stock)

National Stockman and Farmer. (W) (Department called "Live stock Markets")

Ohio Farmer. (W) (Department called "Farm Business and Markets")

Pacific Ruralist. (W) (Two pages covering Market Reports)

Prairie Farmer. (W) ("Business and Markets" department)

Rural New Yorker. (W) (Department called "Market News and Prices")

Wallace's Farmers. (W) (Section devoted to markets)

Washington Farmer. (W) (Department called "Farm Business and Markets Outlook.")

Wisconsin Agriculturist. (M) (Department called "Business and Markets.")

EFFICIENCY.

(The following article was prepared by Mr. Fred G. Smith of the General Field Headquarters of the Grain Division, and shows the methods worked out by that division for standardizing the work of inspectors.)

9. THE METHOD FOLLOWED IN BRINGING ABOUT UNIFORM APPLICATION OF THE FEDERAL GRAIN STANDARDS.

The primary purpose of Federal grain supervision is to bring about accuracy, and therefore uniformity of inspections, in all markets. This is done through constant reference of samples of doubtful grade, to the Board of Review at Chicago, for a determination of the true grade of the grain.

The Inspection Efficiency Project also maintains personal contact with all local offices through five division supervisors, who are members of the General Field Headquarters staff, which holds monthly conferences in Chicago.

In addition to close supervision of the work of inspectors by local supervisors located in all the principal grain markets of the country, a thorough system of investigating the uniformity of grading of all grain shipped between markets is maintained. Reports are obtained on practically all inspected intermarket grain shipped. In this way it is known at all times what degree of intermarket inspection uniformity is being maintained. Remedial action is taken immediately whenever any serious differences in grading develop. The destination of practically all grain shipped from each market is obtained from the railroads by each local supervision office, and the shipping point grades and supervision results, if any, on these shipments are forwarded to the supervision office at each destination market before the arrival of the grain.

The supervisor located at destination can then supervise the inspection of the grain, with full information as to shipping point supervision data and grades available. If the grain fails to grade the same at destination as at shipping point the supervisor investigates immediately. He may sample the shipments in question and if his grade does not agree with the shipping point supervision or inspection, he usually sends a sample to the Board of Review at Chicago for a determination of the true grade of the grain.

The supervision offices at destination enter the local grades and supervision data on the intermarket records received from the shipping point offices. These records are then immediately sent to the Inspection Efficiency project at Chicago where the results are tabulated and analyzed and graphic charts and pin maps prepared. The intermarkets records are then sent to the shipping point supervision office. In this way the supervision data and inspections obtained at each end of any intermarket shipment are available to both offices for supervision purposes.

Records covering over 10,000 intermarket shipments of grain were obtained during November, 1920. The results of the analyses of the intermarket records are correlated with summaries obtained from the reports of the local supervision offices, and from these data plans are made at the monthly conferences held at General Field Headquarters, Chicago, for the next month's work.

During the period between conferences the interested supervisors are immediately notified if any decided lack of uniformity develops. When serious intermarket differences in grade appear, special intensive supervision campaigns are carried out. When the reason for the lack of uniformity is determined, it can usually be corrected through cooperation with the inspectors. When inspectors, however, fail to cooperate with

this department, their licenses to inspect grain under the United States Grain Standards Act are suspended or revoked by the Secretary of Agriculture.

BUREAU BRIEVITIES.

10. THE "STUDY OF HOG PRICES" which appeared in the last number of The Market Reporter, was written by Dr. C. J. West of the Division of Marketing Statistics. Mr. G. B. Fiske of the Fruit and Vegetable Division is the author of the article on "Changes in Produce Prices" which appeared in the last Market Reporter, and of the one on "Potato Stocks" which was published in the Feb. 5 number. Mr. G. C. Edler wrote the article on sunflower seed in the Feb. 5 number, and the one on "Standard Grades for Cabbage" was prepared by Mr. Robert Bier of the Grades and Standards Section.

11. ARRANGEMENTS FOR THE PURCHASE OF SOME PURE SEED "SAKELLARIDIS" Egyptian cotton and some "Pima" cotton grown under similar conditions near Bakersfield, Calif., have been made by the Cotton Division. Spinning tests to determine the comparative value of these two will be made under the direction of Mr. W. G. Blair at the North Carolina College of Agriculture and Engineering.

12. THE DIVISION OF MARKETS OF THE NORTH CAROLINA DEPARTMENT OF AGRICULTURE has compiled a directory of the breeders of pure bred live stock in that state. It contains a list of all breeders of pure bred cattle, horses, sheep, and swine, and gives a short history of each breed as well as photographs of animals representative of the types produced in North Carolina. It was prepared by Mr. C. S. Jones former Agent in Marketing Live Stock and Corn in North Carolina. It is similar to a live stock directory that has been prepared for the state of Washington.

13. A BILL LICENSING THRESHING MACHINES and making it compulsory for operators to report the number of bushels of the various kinds of grain threshed by them, will soon be introduced in the Washington State Legislature, according to Mr. L. D. Crowe, Chief Grain Inspector of that state. The motive is to secure definite figures for the crop reports of the state.

14. AT THE REQUEST OF THE SEATTLE MERCHANTS EXCHANGE, a rather extensive grain grading display, consisting of samples of the various grades, types of damage, varieties and pictures has been prepared and is now being exhibited on the trading floor of that organization. This exhibit, which has caused much favorable comment on the part of the grain trade, will later be loaned to other grain exchanges and Chambers of Commerce of the Portland Division.

15. SEVERAL BULLETINS ON THE CANADIAN GRAIN TRADE for 1918 and 1919 have been received for review by the Division of Cooperative Marketing. These were prepared under the general supervision of Mr. R. J. McFall, now Extension Agent in Marketing in Massachusetts, who was formerly Chief of the Division of Internal Trade Statistics in Canada.

16. A DINNER PARTY AND DANCE was given by the members of the Bureau of Markets staff of the Philadelphia offices Feb. 3. It is reported that the party was well attended by representatives from the Grain Supervision, Dairy, Live Stock and Fruit and Vegetable Divisions, all of which have branches in that city. Other events of a similar nature are said to be in prospect.

17. "MARKETING BY FEDERATIONS" is the title of Bulletin No. 322, prepared by Dr. Theodore Macklin, Research Agent in Marketing in Wisconsin. It was published by the Agricultural Experiment Station of the University of Wisconsin.

18. A MEMORIAL SERVICE FOR THE DEAD OF THE U. S. S. MAINE will be held at Arlington Cemetery Tuesday Feb. 15 at 2:30 p. m. under the auspices of the United Spanish War Veterans. Veterans of the Spanish war and relatives of the Maine dead may be excused from duty in order to attend this service.

19. TO BRING THE SEATTLE OFFICE NEARER TO THE GRAIN EXCHANGE and at the same time effect a saving of \$1750 per year in rental, new quarters have been secured for that Branch Office of the Grain Division. These quarters will be ready for occupancy March 1.

20. THE JOINT COMMITTEE ON PRINTING HAS REDUCED the allotment of Congressional Directories for distribution in the Department of Agriculture by approximately one half and it is accordingly necessary to reduce the number allotted to each bureau.

21. BRANCH OFFICE DIRECTORY. Make following addition:

SAN DIEGO, CALIFORNIA

Inspection of Perishable Foods Branch office:

In Charge, Carl J. Hansen
Naval Base,
Telephone.

22. FIFTY COPIES OF THE BUREAU NEWS are now being sent to the Bureau of Crop Estimates for distribution among field representatives.

23. FRUIT MARKETING STUDIES IN ENGLAND.

Mr. H. E. Kramer, of the Preservation of Fruits and Vegetables Project, who left for England Nov. 11, to make studies of the cargo of apples and pears on the S. S. Neponset has returned. Mr. Kramer's voyage was of special interest because of the fact that this was the first time that a cargo of fruit has been studied en route. The trip was made for investigational purposes. Much dissatisfaction has resulted because of the condition in which American fruit has arrived in

English ports. The trip across lasted thirteen days and Mr. Kramer reported that the shipment arrived in excellent condition. It consisted of apples and pears from New York, Virginia, West Virginia, Maryland, Washington and Oregon. While in England Mr. Kramer and Mr. E. A. Foley, the London representative of the bureau, went to Southampton to see some cargoes of fruit sent from the Pacific coast by way of the Canal Zone. During his stay in England Mr. Kramer studied the shipping and merchandizing of fruit. He was particularly impressed with the handling of fancy fruit. Not much of this is grown in England, but the imported varieties come into the market in excellent condition. A large percentage is grown in hot houses, Belgian grapes are imported in baskets which hold but one bunch and come into the market with the bloom still on them. Equally perfect peaches are imported from South Africa, a process which involves a three weeks voyage. Only the choicest fruits are shipped and these command high prices. Mr. Kramer secured a large amount of data which will be used by the project when the work of formulating recommendations is undertaken. The general impression that he gained was that there were many possibilities for the advantageous marketing of American fruits in England. He returned to the United States on the "Eastern Maid" which is also one of the Shipping Board vessels.

PERSONALS.

Mr. Charles J. Brand, former Chief of this Bureau, visited the bureau offices in the Beiber Building Thursday Feb. 10. Mr. Brand is now Vice President and Business Manager of the American Fruit Growers Inc., with headquarters at Pittsburgh, Pa.

Mr. Roy C. Potts, in charge of the Division of Dairy and Poultry Products, returned to Washington Tuesday Feb. 8, after twenty days annual leave spent for the most part on the Pacific Coast. Before leaving for the coast, Mr. Potts attended the Annual Meeting of the Indiana State Dairyman's Association at Lafayette, Ind., and gave an address on "The Dairy Market Situation." He also attended a conference of the dairyman of Michigan held under the auspices of the Michigan State Farm Bureau, at Lansing, Mich., Jan. 10. At this conference plans were perfected for the establishment of a Dairy Department in the State Farm Bureau, and a committee of fifteen was appointed to determine on a plan

for a state-wide organization of milk producers for the marketing of Michigan dairy products. Mr. Potts also attended a conference of cheese producers and dealers, on the subject of market grades and the inspection of cheese in Wisconsin. In the far West, Mr. Potts visited the following points: San Francisco and Sacramento, Calif.; Portland, and Corvallis, Ore.; Seattle, Spokane and Pullman, Wash.; Moscow, Idaho, and Bozeman, Mont. He found that the cooperative marketing movement is very popular in that section. The producers of practically every farm commodity are organized on a cooperative basis with state-wide marketing organizations. In Washington, Oregon and Idaho a wheat-growers pool has recently been formed for marketing the wheat crop of the Northwest.

Mr. O. S. Hagen, Butter Inspector at Chicago, has resigned effective March 1 and will enter commercial work.

Mr. W. A. Sherman left Washington Tuesday Feb. 8 for a week's trip to points in the South. He will give an address at one of the Watermelon Distributors Association at Macon, Ga., and will probably visit offices of the Fruit and Vegetable Division in Atlanta, New Orleans and Memphis before returning.

Mr. G. C. White, who is in charge of the Transportation Division of the bureau, has gone to Macon, Ga., to prepare for the watermelon season.

Mr. W. R. Meadows, of the Cotton Division, has been requested to prepare a paper to be read before the World's Cotton Conference which will be held in Liverpool and Manchester, England, in June of this year. The subject of the paper will be "Universal Standards for American Cotton."

Mr. L. B. Burk, of the Live Stock and Meats Division, left Washington Feb. 8 for Madison, Wis., to speak at the - Get Together Market Conference - held at the Wisconsin College of Agriculture, Feb. 1 to 10. Mr. Burk spoke Feb. 9 on "Live Stock Trade with South America."

Mr. E. W. Baker, representative in Charge of the Chicago office of the Live Stock and Meats Division, spent the week ending Feb. 12 in Washington attending a conference of the division on the publication of bulletins describing the live stock classes and grades used by the bureau in reporting live stock market prices.

The Live Stock and Meats Division announces with regret the death of Mr. George R. Soderholm, clerk at the Omaha office of the Live Stock and Meats Division. Mr. Soderholm had been in failing health for sometime and at the time of his death was on indefinite furlough.

Mr. J. B. McCready, in charge of Dairy Products office, Fond-du-Lac, Wis., spent Feb. 7 and 8 at Madison, Wis., in conference with the Dairy Section of the Wisconsin Division of Markets for the purpose of working out and establishing grades on Wisconsin cheese. While at Madison he had the pleasure of hearing Secretary Merdeith address the delegates of the "Get Together Market Conference."

Mr. G. Fred Kellogg, who is in charge of the Hay, Feed and Seed office in Chicago, arrived in Washington Feb. 14, and will spend about two weeks familiarizing himself with methods of obtaining and compiling Hay, Feed and Seed reports for use in the Market News Service.

The appointment of Mr. John Truman Horner as Research Agent in Marketing in New York became effective Feb. 1. He will be stationed at Columbia University where for some time he has been instructor in Accounting. Mr. Horner received his A. B. degree from the Oklahoma State University in 1909, and in 1916 was granted the degree of B. S. at the Oklahoma Agricultural and Mechanical College where for two years he was an instructor in economics. In New York Mr. Horner will investigate "Deterioration as an Element of Food Marketing Cost" with a view to obtaining the following data; the amount of food wholly or partially discarded because of bad conditions, the causes of deterioration of the goods condemned and its proportion to the total amount of goods handled.

At a conference of District Agents in Marketing arranged by Mr. T. Roy Reid, Extension agent in Marketing in Arkansas, Mr. G. T. Willingmyre of this bureau outlined the present trend of the wool situation and made suggestions as to plans for marketing Arkansas wool.

Mr. C. H. Beauchamp, who has been spending a few weeks in California, visited the Omaha office of the bureau last week and from there went to Kansas City, St. Louis and Chicago.

Mr. K. B. Seeds, Grain Supervisor and Mr. J. H. Cain of the Atlanta office of Federal Grain Inspection, went to Macon, Ga., Feb. 3 to hold hearings on two cases of alleged violations of the United States Grain Standards Act.

Mr. A. M. Agelasto and Mr. J. P. Wood went to New York last week to assist in the work of the Board of Cotton Examiners.

Mr. A. C. Poulton spent Monday of last week in Washington talking over the affairs of the New York office of the Cotton Division.

Mr. H. C. Slade, who has been in New York for some time, went to Boston Feb. 6 to inspect outstanding sets of cotton standards. He has since returned to New York.

Mr. F. J. Baenler, Assistant Supervising Inspector of the Central District, visited the Detroit office of the Fruit and Vegetable Division Feb. 7 and 8 and spent Feb. 9 and 10 in Cleveland.

Mr. A. G. Spinks, Extension Agent in Marketing in Mississippi, was one of a group sent out by the Memphis Chamber of Commerce to encourage diversified farming in the South. The group toured northern Mississippi and addressed many merchants, farmers and bankers interested in the farming problems of that state.

Mr. L. A. Kennedy, who has been serving as Agent assisting with the cooperative cotton work carried on by the Bureau of Markets and the State of Oklahoma, has resigned.

The appointment of Mr. W. B. Wise, who has been serving as Agent since Sept. 1, 1920, has been terminated as the cooperative cotton work that this bureau has been carrying on with the State of South Carolina, to which he was assigned, has been completed.

The appointment of Mr. J. S. Jackson, who has been assisting with the cooperative cotton work carried on in Texas, has been terminated as this work has been completed. Mr. E. E. Sears, who has been serving as Agent and assisting in the cooperative work carried on by the State of Texas and local associations, has also severed his connection with the Bureau because of the completion of the work to which he was assigned.

Miss E. A. Roberts, of the St. Louis Branch office, has returned to her former duties as Clerk Stenographer of the Market News and Food Products Inspection Service, after having been out of the service for some time.

Mr. T. R. Reid, Extension Agent in Marketing in Arkansas, attended a meeting of the extension workers held in Dallas, Texas, the latter part of January. He conferred with specialists interested in the cooperative marketing of wool and livestock.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

WASHINGTON, D. C.

FEBRUARY 22, 1921.

VOL. 4, NO. 8

1. AGRICULTURAL APPROPRIATION BILL REPORTED TO SENATE.

The Agricultural Appropriation Bill, which has just been reported to the Senate by its Committee on Agriculture and Forestry, of which Mr. A. J. Gronna is the chairman, contains some changes from the bill as passed by the House and carries an increase over that bill of \$135,000, for the Bureau of Markets.

One hundred thousand dollars of this increase is intended to provide for the conduct of a foreign^{market} service, and if this paragraph is finally retained, it will permit the Bureau of Markets to expand its foreign marketing work to meet the present urgent need for adequate information concerning conditions in world markets.

Thirty-five thousand dollars is added to the sum carried for the administration of the United States Warehouse Act, bringing the total provided for this work to the sum of \$100,000.

Other changes of importance will be found in the paragraph covering the inspection service on fruits and vegetables. At the present time the bureau's authority to make inspections of this kind covers interstate shipments only; under the amended language, it would be authorized to make inspections, when requested, on both interstate and intrastate shipments. This would not only add greatly to the usefulness of this permissive service but it would probably make it possible for the bureau to turn in to the Treasury a largely increased sum on account of fees received, and might make the service virtually self-supporting.

Through another change in the bill, the bureau would be empowered to use moneys received from or in connection with the sale of cotton purchased for the preparation of standards, and condemned as unsuitable for such use. The extreme care with which the standards must be prepared often makes necessary the rejection of cotton which appeared suitable to skilled buyers at the time of purchase.

2. MEMORANDUM REGARDING THE APPOINTMENT OF ASSISTANT CHIEF.

The appointment of Mr. Chester Morrill to the position of Assistant Chief of Bureau has been consummated and became effective on February 1, 1921. Mr. Morrill will now direct and supervise the regulatory activities of the bureau and in addition serve in a consulting and advisory capacity on other matters having legal aspects, including the consideration of proposed legislation.

The following laws which are entrusted to this bureau for enforcement will come under his supervision, and division and section leaders should present to Mr. Morrill any matters which should have administrative consideration from a regulatory or legal standpoint.

- The United States cotton futures Act
- The United States grain standards Act
- The standard container Act
- The United States warehouse Act
- Food products inspection Act
- War Industries Board wool Work

In addition to the above laws any other regulatory matters which are assigned to this bureau for administration will come automatically under Mr. Morrill's supervision.

Mr. Morrill is authorized to act as Chief of Bureau in the signing of papers, letters and documents in matters relating to the enforcement of these laws except when it seems desirable that they receive the personal attention and signature of the Chief of the Bureau. Division and section leaders, I am sure, will consult Mr. Morrill freely on administrative matters connected with the regulatory work.

I expect to retain personal interest in and keep in close touch with our regulatory activities but the administrative work of the Bureau has reached a point where, in the interest of efficiency and good administration, some division of labor seems to be necessary.

(Signed)

GEORGE LIVINGSTON,

Chief of Bureau.

3. DEPARTMENTAL CLUBS.

In a recent letter to the bureau chiefs, Mr. F. R. Harrison, Assistant to Secretary Meredith, called attention to the benefits that may be derived from the organization of Departmental "Contact Clubs" in centers where several branches of the department are represented. These clubs not only promote interests that strengthen the department from within but can also bring about a better understanding and appreciation of the work of the Department of Agriculture on the part of people living in the cities. Up to the present time clubs have been formed only in the following places: San Francisco, New York, Denver, Portland, Ore., and Albuquerque, N. M. As this bureau has representatives in forty-eight towns and cities of the United States, and the department has groups of branch office representatives in a far larger number of places, the possibilities of the expansion of organizations of this sort can be seen. Meetings of these clubs have frequently taken the form of luncheons followed by an address on some phase of the work of the department or general "shop talk."

The New York club is known as the "Nyusda" club. It is undertaking to establish an information center which will not only give out information but will also make material of general interest available to "free lance" writers. Mr. Harlan Smith, Director of Information for the department, will go to New York soon to attend a meeting of the club and will outline some of the methods by which the work can be effectively accomplished, and make suggestions as to the scope of the club activities. Mr. Smith is particularly interested in the work and progress of these clubs. Information as to methods of organization and the development of the work will be furnished branch offices upon application to the Division of Information.

4. HOLIDAYS.

Washington's birthday will be one of the seven legal holidays of the year 1921 on which all of the offices of the Bureau of Markets will be closed. One of these, New Year's day, has already passed and the other five are, - Decoration day, Independence day, Labor day, Thanksgiving and Christmas. That part of the staff which is located in Washington will be excused on Inauguration day. Before closing a branch office of the bureau on any state or local holiday permission must be secured from Washington, and requests must be received at least one week in advance. In Vol. No. 1 of the Bureau News a more detailed statement on the regulations governing this point can be found.

The "Administrative Regulations of the U. S. Department of Agriculture" contain the following ruling on the subject of State and Local Holidays.

"At field headquarters where the permanent force consists of two or more employees, the supervising official may excuse such employees from duty on any State or local holiday which prevents the transaction of official business with the public, if the condition of work is such that employees may be spared without detriment to the service otherwise. The additional time thus granted will not be counted in the annual leave of employees who may be absent on annual leave extending over such holidays but will be counted in sick leave or leave without pay."

The holidays announced for the year 1921 by the "Worlds Almanac" are as follows:

THE CHIEF LEGAL HOLIDAYS ARE:

- Jan. 1. - New Year's Day, all the States, Territories and colonial possessions.
- Feb. 12. - Lincoln's Birthday (Alaska, Cal., Colo., Conn., Del., Ill., Ind., Ia., Kan., Ken., Mich., Minn., Mo., Mont., Neb., Nev., N. J., N. Y., N. Dak., Ohio, Ore., Pa., Porto Rico, S. Dak., Utah, Wash., W. Va., Wyo.)
- Feb. 22 - Washington's Birthday (all the States, Territories and possessions.)
- Mar. 25 - Good Friday (Conn., Del., Fla., La., Md., Minn., N. J., Pa., Philippines, Porto Rico, Tenn. In Conn. Good Friday is usually proclaimed by the Governor as a day of fasting and prayer.
- May 30 - Decoration or Memorial Day (all States and possessions, except Ala., Fla., Ga., La., Miss., N. Car., S. Car., Tenn. and Tex.)
- July 4 - Independence Day (all the States, Territories and possessions.)
- Sept. 5 - Labor Day (every State and Territory except Wyoming and the Philippines.)
- Oct. 12. - Columbus Day (every State and Territory except Alaska, Ark., Dist. of Col., Fla., Ga., Hawaii, Ia., Me., Minn., Miss., N. C., Okla., Philippines, So. C., S. Dak., Tenn., Utah, Va., Wis., and Wyo. In Kansas it is not a holiday as to courts or notes.)
- Nov. 8 - General Election Day (1st Tuesday after 1st Monday in Nov.) Every State and Territory except Alaska, Dist. of Col., Hawaii, Ill., Mass., Miss., Ohio, Philippines and

- Vt. In Illinois it is a legal holiday in Chicago, Springfield, East St. Louis, Galesburg, Danville, Cairo and Rockford. In Ohio it is a half holiday. In Maine it is a legal holiday only as to the courts, which also close on the State Election Day, (biennially, 2d Monday in Sept.)
- Nov. 24 - Thanksgiving Day (last Thursday in Nov. Every State, Territory and possession except Utah, where it is observed, though not on the statute books.)
- Dec. 25 - Christmas Day (every State, Territory and possession.)

OTHER LEGAL HOLIDAYS NOT IN THE ABOVE TABLE.

- Jan. 3 - Battle of New Orleans. (at New Orleans only).
- Jan. 19 - R. E. Lee's Birthday (observed in Ala., Ark., Fla., Ga., Miss., N. C., S. C., Tenn. and Va.).
- Feb. 12 - Georgia Day (in that State only. Date of Oglethorpe's landing in 1733).
- Feb. 14 - Admission Day (in Arizona).
- Feb. 8 - Shrove Tuesday (observed as Mardi Gras in Ala., Fla. and La.)
- Mar. 2 - Sam Houston Memorial Day (in Texas).
- Mar. 4 - Inauguration Day (once every 4 years in the Dist. of Col. only).
- Mar. 22 - Primary Day (in South Dakota).
- Mar. 22 - Emancipation Day (in Porto Rico).
- Mar. 24 - Holy Thursday (in the Philippines).
- Mar. 25 - Maryland Day (in that State only).
- Mar. 30 - Seward Day (in Alaska).
- April 4 - Presidential Primary Day (in Michigan).
- April 12 - Date of passage of Halifax Resolutions (in North Carolina).
- April 13 - Birthday of Thomas Jefferson (in Ala.).
- April 19 - Observed as Patriot's Day (in Me. and Mass.).
- April (3rd Tuesday) - Day of State elections (in La.).
- April 21 - Anniversary, battle of San Jacinto (in Tex.).
- April 26 - Confederate Memorial Day (in Ala., Fla., Ga., and Miss.).
- April (Last Thursday) - Observed as a Fast Day (in N. H.).
- May 1 - Labor Day (in Philippines).
- May (1st Tuesday) - Presidential Primary Day (in Cal.).
- May 10 - Confederate Memorial Day (observed in S. C.).
- May 20 - Anniversary Signing of Mecklenburg Declaration of Independence (observed in N. C.).
- May (3rd Friday) - Primary Day (in Ore.).
- June 3 - Birthday of Jefferson Davis (in Ala., Ark., Fla., Ga., La., Miss., S. C., and Tex.).
- June 3 - Decoration Day (in Tenn.).
- June 3 - Election Day (in Philippines).
- June 11 - Kamehama Day (in Hawaii).
- June 15 - Pioneer Day (in Idaho).
- July 12 - Muno Rivera Day (in Porto Rico).

July 24 - Pioneer Day (in Utah).
July 25 - Occupation Day (in Porto Rico).
Aug. 1 - Colorado Day (in that State only).
Aug. 2 - Primary Election Day (in Kan. and Mo.).
Aug. 13 - Occupation Day (in Philippines).
Aug. 16 - Anniversary of Battle of Bennington (in Vt.).
Aug. (Last Tuesday) - Primary Election Day (in Cal. and Mich.).
Sept. (1st Tuesday) - Primary Election Day (in Nev.).
Sept. (2nd Monday) - State Election Day (in Me.).
Sept. 9 - Admission Day (in Cal.).
Sept. 12 - Defender's Day (in Md.).
Sept. (3rd Saturday) - Regatta Day (in Hawaii).
Oct. 1 - Missouri Day (in that State only).
Oct. 18 - Alaska Day (in Alaska only).
Oct. 31 - Admission Day (in Nev.).
Nov. 1 - All Saints' Day (in La.).
Nov. 11 - Victory (Armistice) Day (in Ala., Col., Fla., N.C., and Tenn.).
Dec. 30 - Rizal Day (in Philippines).

5. MEMORANDUM REGARDING DIVISION OF COOPERATIVE RELATIONS.

In order to correlate the cooperative relations of the Bureau of Markets with the work of other bureaus of this department and with the state institutions dealing with marketing problems, an administrative unit to be called Division of Cooperative Relations is established. The division will include what has heretofore been called State Cooperation in Marketing Work as well as the bureau's formal and informal agreements and relations with other bureaus of the department.

Mr. L. E. Tenny, Assistant to Chief of Bureau, will be in charge of the division. Mr. R. H. Elsworth, Assistant, State Cooperation in Marketing Work, who has been acting in charge of that project, will be appointed Specialist in Market Extension and will assist Mr. Tenny in that phase of the division's work.

All division and section leaders having cooperative relations with state institutions and other bureaus of this department will please consult with Mr. Tenny both as to past relations and future plans.

(Signed)

GEORGE LIVINGSTON,

Chief of Bureau.

6. BULLETIN ON BROOM CORN PLANNED.

Mr. G. B. Alguire, Assistant in Marketing Hay and Broom corn, is spending some time in Washington and will prepare a bulletin on the marketing of broom corn. This will cover the various phases of the marketing of the commodity including suggestions as to its proper preparation, the handling at country and terminal points and such points in its manufacture into brooms as bear a close relation to the best methods of distribution. In connection with the work of gathering data for this bulletin, Mr. Alguire has conducted a market reporting service in the field. This consisted principally of securing at country point markets information on receipt, shipments, prices, tone of markets, causes and other data. This information was then disseminated in the form of summary reports together with short articles on the general conditions which affected the marketing of broom corn. These reports were sent out weekly during the busy marketing season through the various State marketing journals and trade publications valuable information was thus made available to practically all growers, dealers and manufacturers of broom corn.

7. BALTIMORE A SHIPPING POINT FOR CORN.

Mr. P. J. Bollman, Grain Supervisor of the Baltimore office, has recently reported an increasing amount of work with corn at that point. Baltimore was always known as one of the leading export markets for corn before the war and is now regaining some of its former prestige. The present state of the wheat market has had an influence on the shipments. Much of the corn sent in comes from the West and is exported to Germany and Holland. However, the market has developed to such an extent that farmers of Bay points are now shipping corn by boat to Baltimore. It comes in sailing vessels and also small power boats. To date 75,657 bushels have arrived this year as against 19,497 bushels for the same period last year. Rail imports have also been large - 2,307,017 bushels of corn having been received there by rail in January, of which 1,600,506 bushels were exported. Baltimore is also the center for wheat grown in the vicinity of the Chesapeake.

8. ASPIRATOR FOR USE IN CLEANSING GRAIN.

Mr. E. N. Bates, of the Grain Division, has invented an aspirator to be used in cleaning wheat and other small grains by removing smut, dust and dockage at the time of thrashing. Tests

indicate that it will remove approximately one third of what is ordinarily classed as dockage. Removing this dockage will greatly improve the quality of the grain, and as the device is attached to the delivery spout of the machine it will enable farmers to keep the seeds and other foreign matter usually hauled to the elevator and lost to them. Mr. Bates has also invented a recleaner to be attached to the deck of threshing machines. This device is now in use in South America on a commercial scale. It is being tested in this country but has not been used extensively. It gives promise of being efficient. Mr. Bates is attached to the Portland, Ore., office of the bureau and is in charge of the investigational work of the Pacific Northwest.

9. RETIREMENT ON ACCOUNT OF DISABILITY.

The Commissioner of Pensions, under date of January 20, 1921, addressed the following communication to the heads of departments, branches, and independent offices:

"In the future, when an application for retirement from the Civil Service on account of total disability under the provisions of Section 5 of the Act of May 22, 1920, is filed in the Bureau of Pensions, a certificate from the applicant's attending or family physician will be required, fully describing all existing disabilities and setting forth the degree to which the applicant is disabled thereby for useful and efficient service. It will facilitate the adjudication of the claim if such certificate accompanies the application.

"In addition to the physician's certificate, it is recommended that a statement from the applicant's superior officer be produced, showing whether, in the opinion of such officer, the applicant is partially or totally disabled for useful and efficient service. Such statement may be formulated and signed by the head of the bureau or chief of the division under whom the applicant is employed, or by any other person in authority who may have knowledge of the facts in the case, and it may be sent to the Bureau of Pensions with the application, or be transmitted under separate cover."

In explanation of the conditions under which an employe is retired from the Civil Service as disabled, the following paragraph is quoted from a Circular of Information dated June 16, 1920, issued by the Chief Clerk of the Department of Agriculture.

"An employee who becomes totally disabled after 15 years useful and efficient service, by reason of disease or injury not due to vicious habits, intemperance, or wilful misconduct, before reaching retiring age, may be retired in the class to which his length of service applies, but is subject to examination by a medical board yearly thereafter without expense to the annuitant. If the total disability ceases, the annuity will also cease."

10. IN THE LIBRARY.

The Bureau Library has requested the publications of Foreign Chambers of Commerce located in this country and has received the following:

American-Polish Chamber of Commerce & Industry of the United States. Journal.

Argentina-American Chamber of Commerce. Bulletin.

Italian Chamber of Commerce in New York. Revista Commerciale.

Japanese Chamber of Commerce in San Francisco. Pacific International Trade Journal.

Norwegian-American Chamber of Commerce. Bulletin.

Swedish Chamber of Commerce of the United States.
Swedish-American Trade Journal.

The latest Yearbook of the Holland-American Chamber of Commerce has been received and may be seen in the Library.

11. NAVY INSPECTION INCREASING.

The inspection work being done by the Fruit and Vegetable Division for the Navy at Norfolk, Va., and San Diego, Calif., is developing rapidly. It is thought that the work at Norfolk will perhaps be the largest of its kind, even exceeding that being done at Brooklyn. Most of the work will be handled either at Norfolk or at the Naval training station ten miles outside of the city. Mr. C. J. Hansen, who has recently been stationed at San Diego, has reported that approximately 140 vessels have that port as their base. In addition the Naval Air Station and the Marine Corps are located there.

EFFICIENCY

12. BEFORE BEGINNING ANY HANDWORK FOR DEPARTMENT BULLETINS that is intended for reproduction, much time and labor can often be saved by consulting with the Section of Illustrations of the department. More than once when such consultation has been omitted the entire work has had to be done over in order to get desired results for reproduction.

It is now suggested that similar suggestions be secured before making photographs which are intended specifically for reproduction in Department bulletins. Recently a subject which should have been given a full page illustration, both on account of its importance and in order to bring out details, had been photographed on a plate which was nearly square. As the 3-1/2" width of the printed page of a bulletin determines the entire reproduction of an illustration it was impossible to reproduce this illustration to a truly satisfactory size. Moreover, certain lettering which appeared in this photograph and which was planned to be legible in the finished illustration had been made on the plate in a size too small to admit of proper reproduction.

Miss Sherman of the Division of Market Information will always be glad to arrange for an interview with Mr. Stevenson, who is in charge of all illustration matters in the department.

13. FACILITY IN HANDLING MANUSCRIPTS PREPARED IN THE DIVISIONS would be greatly increased by the use of wide margins and double space. The Stenographic Section prepares all manuscripts in this way, thus providing for marginal notes by the editor and the printer.

BUREAU BREVITIES.

14. THE LEASED WIRES WERE OUT OF COMMISSION WEDNESDAY FEB. 16 from 10:30 a.m. to about 3:00 p.m. owing to a small fire in the Main Building of the Department of Agriculture. During this time no communications could be received from the branch offices. For a time all of the "outside" telephones were also out of use but this service was resumed in the afternoon.

15. THE ARTICLE ON WHOLESALE EGG PRICES WHICH APPEARED in the last issue of The Market Reporter was written by Mr. L. M. Davis, of the Dairy and Poultry Products Division. "Cattle Prices for the last Eleven Years" in the same issue was written by Dr. C. J. West, and the "Survey of the Cotton Seed Cake and Meal Situation" by Mr. G. C. Wheeler, of the Hay, Feed and Seed Division.

16. TWO HUNDRED AND SEVENTY NINE BUSHELS OF DARSO SEED are being distributed by the San Antonio and Aransas Pass Railroad along that line. This is enough to plant three thousand five hundred acres. Inasmuch as darso has been grown in Oklahoma and sections of North Texas with such success it is thought safe to test it on such a large scale in southwest Texas. In Oklahoma darso is said to have outyielded other grain sorghums 78% in a six year test.

17. THE DEPOT QUARTERMASTER AT THE SOUTH BROOKLYN ARMY BASE will buy oats in the future on the basis of Federal Appeal Grades. This action was the result of a complaint on the grading of oats sold the War Department, followed by a conference at the army base with members of the purchasing division. About 30,000 bushels are purchased monthly for consumption at Camp Dix.

18. "FOOD AND FARMING" AND THE SPECIAL INFORMATION SERVICE (Syndicate) will be sent upon request to those in the bureau who wish them. Requests should be sent to the Division of Market Information.

19. A BUFFET SUPPER WAS GIVEN FOR SECRETARY MEREDITH by the technical and scientific men of the department, last Wednesday evening at the Raleigh Hotel. About five hundred attended, including many from the Bureau of Markets.

20. AN ENTHUSIASTIC LETTER OF COMMENDATION has been received by this bureau from the Kentucky Farm Bureau Federation. The writer states that the organization is always able to get "the full information wanted and it is put up in a readable understandable manner."

21. THE FEBRUARY ELEVENTH ISSUE OF "WALLACES FARMER" contains the first of a series of articles on the Chicago Board of Trade written by Mr. Rollin E. Smith of the Foreign Market Division.

22. THREE REPRESENTATIVES OF THE BUREAU OF MARKETS attended the meeting of the Portland Departmental Club which was held Feb. 2. They are Mr. B. W. Whitlock, Mr. A. F. Nelson and Mr. George Landers.

23. TWO WICHITA DAILY PAPERS have begun the publication of the Bureau of Markets weekly report of grain exports. The Wichita Board of Trade is also posting the report on the bulletin board each week.

24. THE GRAIN GRADER'S LICENSE HELD BY MR. R. T. THOMPSON, of St. Louis, Mo., was suspended Jan. 31, pending an investigation of charges that he knowingly or carelessly misgraded grain.

25. THE DIRECTOR OF THE OFFICE OF FARM MARKETS AT PULLMAN, WASH. has issued a report of the activities of the office from Nov. 1, 1918 to Nov. 1, 1920.

26. THE NEW HAMPSHIRE STATE BUREAU OF MARKETS is preparing a list of dealers in baby chicks and hatching eggs in that state.

27. BRANCH OFFICE DIRECTORY.

San Diego, California. Show mail address of Inspection office as P. O. Box 112.

Seattle, Washington. On March 1 the address of the Grain office should be changed to 508-512 Thompson Building, 621 Fourth Avenue.

Charlotte, N. C. Telephone number of the Cotton office is 4096.

Norfolk, Virginia. An Inspection of Perishable Foods branch office has been established. Present mail address: Box 1206.

PERSONALS.

Mr. Harrison F. Fitts, who has been serving as Administrative Assistant in the Office of the Secretary, has been transferred to this bureau to serve as Assistant in Regulatory Work, assisting Mr. Morrill in the enforcement of regulatory legislation entrusted to the Bureau. Mr. Fitts received his LL.B. degree from Georgetown University and has been connected with the Department since 1909, serving in various capacities in the Office of the Solicitor, in the Bureau of Chemistry, and for the past six years in the Office of the Secretary. (Secretary's office gives bureau Fitts. What?)

Mr. J. B. McCready, of the Fond du Lac, Wis. office of the Dairy Division, attended a conference on cheese grades held last week at Marshfield, Wis. under the auspices of the Wisconsin Division of Markets.

Mr. G. C. White, of the Transportation Division, attended a meeting of the Melon Distributors Association held in Macon, Ga., Feb. 11 and 12. Attention was called to the desirability of reduction in freight rates if the industry were to prosper. The recent attempt of the lines in the Central Freight Association to enforce prepayment on all shipments of perishables was commented upon. After some discussion the distributors were promised a five day schedule between Florida and Chicago and a four day schedule from Georgia to Chicago.

Mr. E. G. Montgomery, of the Foreign Markets Division, went to Kansas City, Mo., last week to attend meetings of the Committee of Seventeen.

Mr. R. V. Bailey, In Charge of Operation, went to New York Feb. 15 to assist the operating committee in making arrangements for handling the clerical work and administrative matters of the joint office during the absence of Mr. P. L. Gray, the head clerk, who has been out of the office for some time because of illness. He returned Feb. 18.

Mr. H. W. Samson, of the Grades and Standards Section, left Wednesday Feb. 16 for Ithaca, N. Y. to deliver an address at the New York State Farmers Week meetings on "Standard Grades for Fruits and Vegetables." Before returning to Washington Mr. Samson will visit Fruit and Vegetable Division offices in Rochester and New York.

Mr. L. M. Davis, of the Dairy Division, spent last week in Ithaca, N. Y. where he attended sessions of the Farmers Week meetings. He gave an address on "The Marketing of Dairy Products," and also conferred with eligibles for appointment to positions in the Bureau of Markets. Before returning to Washington he will visit branch offices of the Dairy Division in New York and Philadelphia.

A. L.

Mr. J. Jordan has been appointed Extension Agent in Marketing in Tennessee, effective Feb. 10, 1921. He will be stationed at Knoxville. Mr. Jordan graduated from the Alabama Polytechnic Institute, class of 1913, and received his A. M. degree from the University of Illinois in 1915. He served as Agent in the Division of Animal Husbandry, Bureau of Animal Industry until July, 1920. Prior to his appointment in this bureau, he was employed as Instructor in Animal Husbandry in the University of Tennessee.

Mr. A. G. Hamilton, Extension Agent in Marketing in Louisiana, spent last week at the Washington office, conferring with the Bureau Specialists who are interested in the marketing problems of his state.

Mr. R. W. Smith, Agent in Marketing in New Hampshire, arrived in Washington Feb. 15, and spent the rest of the week conferring with the Bureau Specialists relative to New Hampshire's marketing problems.

Mr. W. F. Heppe, Extension Agent in Marketing in Colorado, stopped in Harrisburg, Pa., for a day, on his return to Colorado

from the Washington office, to investigate the plan which the Pennsylvania Bureau of Markets uses in issuing local market reports. The title of Mr. Heppie has been changed from Agent in Marketing, to Extension Agent in Marketing.

Mr. E. L. Morris, Grain Division Supervisor, and Mr. C. W. Shull, Assistant Chief Inspector, visited the Wichita office Feb. 9 and 10.

The Inspectors Training Class for Fruit and Vegetable Inspectors which has been in operation in Chicago for the past six weeks came to an end Feb. 19. Members of the class have returned to their respective headquarters. Mr. E. M. Seifert Jr., has returned to Spokane, Wash., Mr. R. S. Lombard to Kansas City, Mr. G. B. Wenning to Cincinnati, Mr. W. E. Mosier to Waupaca, Wis., Mr. M. M. Littleton to Omaha and Mr. C. L. Brown to Chicago. This change has made it possible for Mr. O. D. Miller, Mr. G. E. Prince and Mr. Aaron Stambaugh, who have been substituting in the field, to return to Washington.

Mr. E. L. Dilatush, in charge of the Cincinnati office of Market News Service, has gone on leave until March 1 because of the serious illness of his mother. During his absence the Market News work is being handled by Mr. Aaron Stambaugh, of the Washington office, and Mr. J. M. Rogers, of the Food Products Project at Cincinnati, O.

Mr. H. B. Evans, of the Chicago office of the Grain Division, has gone to St. Louis to investigate certain features of the case against an Omaha Grain firm. From there he will go to Minneapolis to hold a hearing on a similar case.

Mr. C. L. Finch, of the Chicago office of the Grain Division, has gone to Louisville, Ky., to collect evidence of apparent violations of the Grain Standards Act.

Mr. B. W. Whitlock and Mr. H. K. Holman, of the Grain Division, went to Sacramento, Calif., Feb. 18 to confer with the Director of the State Department of Agriculture.

Mrs. H. S. Robinson, of the Chicago office of Federal Grain Supervision, has sent in her resignation effective Feb. 28.

Mr. A. V. Swartout, of the Cost of Marketing Division, spent Feb. 9 in New York, and Feb. 10 and 11 in Boston on business.

Mr. J. H. Conn, of the Cost of Marketing Division, has gone to Florida to make studies of business practice in the citrus fruit handling.

Mr. R. R. Pailthorpe of the Spokane office, who has been connected with the work of the Project of Preservation of Fruits and Vegetables in Transit, has been transferred back to the Grades and Standards Project where he will continue investigations of grading and standardization in the Northwest, giving special attention to apple packing house investigations.

J.

Mr. M. Johnson has been appointed Grain Sampler in the Omaha, Nebraska office of the Grain Division. He is a graduate of high school and for four years was manager of the school experiment farm at Rushford, Minn.; for one year, 1919-20, he served in the Minneapolis office in training under the direction of the Federal Board for Vocational Education; and from September, 1920, to the date of his appointment, he was employed in Minneapolis.

The appointment of Mr. James C. Vester, who has been serving as agent in Hope, Ark., has been terminated effective Feb. 5, 1921, because of the completion of the work upon which he was engaged.

The appointment of Mr. George E. Morris, who has been serving as agent with headquarters at Blytheville, Ark., has been terminated because of the completion of the work upon which he was engaged.

Mr. Lucius S. Richardson, who has been serving as Assistant in Market Information, resigned on January 31, 1921.

Mr. L. G. Schultz, In Charge of Kansas City office, represented the U. S. Bureau of Markets at Manhattan, Kans., during Farm and Home week. His topic for discussion was "Federal Marketing Aid."

Mr. D. C. Rogers, formerly of the Bureau of Markets, now engaged in Cooperative Extension Work at Jefferson City, Mo., stopped at the Kansas City office. He was making a tour, visiting important marketing cities.

"Safe Farming" and "Cooperative Marketing" were the subjects discussed by Mr. Turner Wright, Agent in Marketing in Arkansas, at a meeting of farmers and business men held at Camden, Ark. Feb. 1.

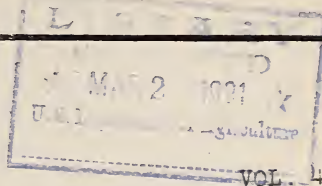
"The Farmers Place in Marketing" was the subject discussed by Mr. Z. B. Wallin, Extension Agent in Marketing in Ohio, at a combined meeting of Farm Bureau and Farmers Institute at Streetsboro, O., Jan. 25.

Tentative arrangements for a two weeks' marketing short course for county agents, to be held some time during the summer have been made by Mr. Frank Robotka, Extension Agent in Marketing in Iowa.

Mr. C. A. McNabb, Agent in Marketing in New Mexico, spoke at the meeting of farmers and extension workers Jan. 20 at Tuscon, Ariz., on "Cooperative Marketing under Arizona Conditions" and as a result of this talk has been asked to assist in the organization of an Arizona Citrus Fruit Growers Association.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

MARCH 1, 1921

VOL. 4, NO. 9

1. AGRICULTURAL APPROPRIATION BILL PASSED BY SENATE.

The Agricultural Appropriation Bill was passed by the Senate on February 23, carrying substantial increases over the bill as passed by the House. So far as the Bureau of Markets is concerned no change was made from the bill as reported to the Senate by the Senate Committee on Agriculture and Forestry. This matter was discussed in the issue of the Bureau News, No. 8, dated Feb. 22.

2. BUREAU SAVES \$10,100 A YEAR BY MANUFACTURING COTTON STANDARDS BOXES.

The official copies of the cotton standards of the United States are prepared in the Bureau of Markets and are packed in boxes made of binders board with hinged and flanged covers, each box being covered on the outside with black pebble cloth. Each box contains twelve cartons of cotton of the grade represented, showing the range of variation permissible within the grade. The boxes are 20"x20"x4-1/2".

Until August of 1920 these boxes were made by various paper box factories on a contract basis. The cost of each box at that time was \$3.47. The average number of boxes used annually is about 5000 and the annual cost, therefore, was, prior to August of 1920, at the rate of \$17,350.

The matter of reducing cost was taken up, and by employing experienced box-makers and buying the necessary material the cost per box was reduced to \$1.90, involving a saving of \$1.57 on each box and reducing the total cost for a year's supply from \$17,350 to \$9,500, a difference of \$7,850.

Thereafter the labor cost was decreased by the devising and constructing of three labor saving machines, one for automatically scoring the sheets of binders board for folding; one for applying the paste to the cloth covering and the paper lining for the boxes; and the third for cutting the pebble cloth to fit the boxes. These devices

also reduced the cost per box to \$1.45 each, a further saving of 45¢ for each box and a total saving over the cost of boxes secured from paper-box factories of \$2.02 each. The effect on the cost of the boxes for a year was to reduce it from \$9,500 to \$7,250, a saving by the mechanical equipment alone of \$2,250, and a total annual saving of \$10,100 over the original cost of a year's supply of boxes secured from factories on a contract basis.

The boxes manufactured by the bureau are superior to those formerly secured from the factories, both in material and workmanship.

Prior to the beginning of the manufacture of the boxes as described above, it was necessary for the bureau to repair used boxes which had been returned with condemned copies of the standards. In repairing these boxes, a paste was used which cost \$4.80 per gallon. It was suggested that a paste might be manufactured in the bureau which would be entirely satisfactory and considerably reduce the cost. A satisfactory formula for such a paste was finally secured and it was manufactured at a cost of 40¢ a gallon. This paste is now used both for repairing used boxes and in the manufacture of the new ones.

The credit of this entire enterprise, for the great economy effected and the increased efficiency achieved, goes to Mr. John F. Barghausen, Investigator in Agricultural Technology. He was the originator and advocate of the plan, and has been in immediate charge of its execution, as a whole and in detail. The box makers, machinery, and box making and repairing are under his immediate supervision. He also devised the three machines described and constructed them in his own laboratory, mostly of second-hand material.

In the selection and testing of the formulas for paste, he was assisted by Mr. Horace C. Wilcox, Assistant in Illustrations, in charge of the photographic laboratory of the bureau.

3. TESTIMONIAL LETTER TO THE SECRETARY

About three hundred members of the bureau staff in Washington signed a letter that was sent to Secretary Meredith last week as a testimony of appreciation of his administration of the affairs of the Department of Agriculture. The letter was especially engrossed by Mr. J. V. Ficklin of the Grain Division, and read as follows:

March 1, 1921

THE BUREAU NEWS

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February 21, 1921

Dear Mr. Secretary:

The undersigned workers of the Bureau of Markets wish to express to you their sincere appreciation of the highly efficient manner in which you have directed the great work of the Department of Agriculture. The splendidly effective work which you have done in promoting recognition of the usefulness of the department has "sold" it to the American public. It has been a pleasure to each and every one of us to have served under your administration. You have been an inspiration to us, and under your guiding influence we have endeavored to put forth our best efforts in prosecuting the work designed to assist in the solution of the problems of the American farmers.

Believe us to be

Cordially and sincerely yours,

Three hundred members of the staff
of the Bureau of Markets.

The Secretary's reply which was received on Friday is given below.

February 25, 1921

Dear Mr. Livingston:

I am grateful for the beautifully engrossed letter of February 21, signed by yourself and other members of the staff of the Bureau of Markets. I feel that you and your associates are entirely too generous in your comments regarding my efforts here, but, nevertheless, I want you to know that I deeply appreciate your cordial expressions. It has been a real privilege and pleasure to be associated with you and the other members of the department during the past year and, if I have been able to accomplish anything toward bringing about a better understanding of what the workers of this great institution are doing for the Nation, it will be a source of constant satisfaction to me.

Although I shall sever my official connection with the department within a short time, I shall always take an active interest in its activities and I shall return to Des Moines with renewed appreciation of the service which you and your associates are rendering not only to agriculture but to the country as a whole.

Will you not be good enough to convey to each and every one of those who signed the letter my earnest good wishes and my appreciation of their kind expressions?

Sincerely yours,

(Signed) E. T. Meredith.

Mr. George Livingston,
Chief, Bureau of Markets.

4. CONTRIBUTIONS OF CLIPPINGS SOLICITED.

The following letter addressed to all members of the bureau staff has been issued from the office of the chief:

February 18, 1921

TO ALL EMPLOYEES OF THE BUREAU

To secure a more adequate press-clipping service for this bureau and for the department as a whole, it is requested that every employe forward to the office of the Division of Market Information, daily or as promptly as possible, any press items he may see pertaining to the work of this bureau or to other branches of the department. It is not my desire to impose additional duties upon employes but merely to solicit their help in securing press items noted in the course of their daily reading. I am sure you appreciate the very great value of such items in keeping department workers informed of what the press is publishing about our activities, of what editorial comment is made on our work, and of news matter bearing upon agricultural situations and conditions about which the department should be informed. Many times such items afford information and suggestions obtainable in no other way, which enable the department better to plan its work and increase its service.

It is hoped that you will clip items found in any newspapers, agricultural journals, trade publications, magazines, or other periodicals which you read, and that you will bear in mind that the department is interested in the whole field of agriculture and allied fields, such as forestry and other lines of work covered by the department's activities. Some duplication of items will result, of course, but in the case of notices affecting the work of more than one bureau this will be advantageous. After the clippings are noted in this bureau, they will be forwarded to a central office of the department, where they will be sorted and referred to other departmental branches interested. It is requested that you simply clip the items, indicate the name of the publication from which they are taken and the date of its issue, and forward them. No letter of transmittal is necessary.

Your cooperation in the development of this service, which will serve not only this bureau but the entire department, is earnestly requested.

Very truly yours,
(Signed) George Livingston
Chief of Bureau.

5. POPULARITY OF GRAIN STANDARDS INCREASING

As further evidence of the increasing popularity of the Federal grain standards and their application, it is interesting to note that eastern grain dealers, buying for export shipments, are demanding that their purchases be covered by Federal appeal grade certificates. Before Federal appeal grade certificates can be had, the United States grain standards Act requires that the grain be first inspected by a licensed inspector, and that such inspection be appealed to a Federal Grain Supervisor. Ordinarily, the filing of such an appeal is decided upon after the licensed inspector has issued a certificate of grade unsatisfactory to one or more of the parties concerned. The Chicago District Office of Federal Grain Supervision, however, is now entertaining four appeals, totaling 220,000 bushels of shelled corn, the appealing of which was decided upon before the grain was inspected.

6. HAY BULLETINS IN PREPARATION

A series of three bulletins on hay is being planned by the Hay, Feed and Seed Division. All of them will be written by Mr. H. B. McClure and Mr. G. A. Collier. They will deal with the different processes connected with the marketing of the crop. The first will consider the preparation and marketing at the country shipping points, the second the weighing and the third the shipping and marketing at terminal points.

7. BULLETIN ON SPINNING TESTS MADE IN BUREAU

The ravages of the boll weevil are so great that fear has been entertained that the entire Sea Island Cotton industry may be destroyed within the next few years. The Bureau of Plant Industry has developed a new variety of cotton known as "Meade" which promises to replace the rapidly diminishing Sea Island crop. To determine the practical spinning value of the Meade cotton in comparison with that of Sea Island, the Bureau of Markets has conducted spinning tests during three different years, the results of which are embodied in Department Bulletin 946: "Comparative Spinning Tests of Meade and Sea Island Cottons," by Messrs. William R. Meadows and W. G. Blair. Messrs. William S. Dean and C. E. Killingsworth were associated with the authors during the course of the tests, which were conducted at the North Carolina State College of Agriculture and Engineering at Raleigh, N.C., and at the New Bedford Textile School, New Bedford, Mass.

8. MOISTURE ABSORPTION OF WHEAT

A recent report made by Mr. R. L. Baldwin, of the Portland, Ore. office of the Grain Division, indicates that some of the statements seen in print as to the amount of moisture absorbed by sacked grain during the "rainy season" in the Pacific Northwest are extravagant. The report was based on 2034 cars of wheat receipts sampled during the years 1914, 1915 and 1916. The wheat of this region is very dry at threshing time, and from then on until about March it gradually takes on moisture. Between March and August some of the moisture is given off. The average moisture content of wheat for the three years during which studies were made was 9.1% in August, 11.3% in March, and 10.6% in July. The data for each separate year and section show the same relative changes.

9. CHANGES IN BRANCH OF OPERATION

Certain changes have been made within the past two months in the Branch of Operation. The office of Mr. C. L. Snow, who was formerly Chief Clerk of the bureau, and of Mr. C. F. Duvall, formerly the Bureau Time Clerk, have been transferred to space contiguous to the central offices of the Branch of Operation, and the office organizations have been merged.

Mr. Bailey has been promoted to a position as Assistant to Chief of Bureau, and assigned new duties, but remains in charge of the operation and business management of the bureau in general and of the Branch of Operation specifically.

Mr. Snow has been promoted to a position as Administrative Assistant and performs the following functions: He serves as Mr. Bailey's principal assistant and in Mr. Bailey's absence acts in charge of operation. As Acting Chief he approves Form 5 vouchers covering purchases made under requisition and rents covered by formal lease; Form 15 vouchers covering charges for transportation of passengers, express and freight; and Form 3 vouchers and field payrolls covering salaries for services under formal appointment. As Administrative Assistant he certifies the Washington payrolls and handles the following lines of routine:

- Cases of injury under the Federal compensation Act;
- The Bureau of Markets activities connected with the work of the Department Welfare Association;
- The Bureau collections made for the Immediate Relief Association;
- Bureau collections for other funds, such as Near East relief, the War Memorial, etc.;

Requests by employes for permission to perform outside work;
Acts as consulting expert regarding leave of absence regulations;
Custodian of Conference Room and car tickets;
Approves requisitions for work by the Addressing and Duplicating Section;
Handles complaints received in regard to indebtedness of employes.

In Mr. Bailey's absence Mr. Snow approves, as Acting Chief, Form 5 vouchers submitted under letters of authorization when the amount does not exceed \$200; Form 3 vouchers covering salaries paid under letters of authorization; purchase orders not exceeding \$200 in amount and, as Acting Chief, signs letters of authorization.

Mr. H. L. McQuinn is in charge of all routine matters pertaining to branch office operation. He maintains all files and records, and handles details relating to the assignment of office and storage space both in Washington and in the field. He prepares all correspondence relating to leases, is a member of the Bureau Board of Survey, and serves in a general way as an assistant to Mr. Snow.

Mr. C. F. Duvall has been designated Acting Chief Clerk of the Bureau, in which capacity he performs the routine functions regularly performed by bureau chief clerks and signs all blanks prepared for the signature of the Chief Clerk of Bureau. Specifically, some of these duties are the approving of leave applications; signing shop and rubber-stamp requests, employes' passes to buildings, orders on the Department Supply Office for cleaning and repairing, etc. He also supervises the work of the char force and janitors, handles orders for trucking, attends to complaints regarding heating, lighting, plumbing, etc.

Miss M. E. Pieger makes a preliminary administrative examination of bureau requisitions, letters of authorization, reimbursement and Form 5 vouchers prior to approval and signature by the Acting Chief. She handles all secretarial work for Mr. Bailey and Mr. Snow. She receives and distributes all incoming mail and examines all outgoing correspondence in the central office of the Branch of Operation, and maintains a follow-up file covering all pending actions to which reference is made in incoming or outgoing letters and memoranda.

Mrs. Judith M. Fishburn has been designated Head Clerk of the Branch of Operation and will perform the functions of a divisional head clerk. For the Acting Chief Clerk she also prepares letters re-

garding identification cards and employees' passes and maintains a card record of each. She keeps the record of bureau forms, bureau and branch office memoranda, and assigns numbers to bureau forms and memoranda and branch office memoranda as they are issued, and distributes the memoranda.

Miss Elizabeth B. Johnson has been designated Time Clerk of the bureau.

The entrance to the central office of the Branch of Operation is Room 603 in the Bieber Building. The office of the Acting Chief Clerk and Time Clerk is in Room 601.

10. IN THE LIBRARY

A selected list of references on municipal abattoirs has been received this week from Miss M. E. Griffith.

Through the courtesy of Mr. A. D. Miller a useful tabulation of "Legislation by states affecting the business of commission merchants in the handling of fruits and vegetables" has been copied for use in the library. This tabulation is based on a 1917 thesis of Cornell University, by Meyer D. Bashein, entitled "The Regulation of Commission Merchants in the United States through State Legislation," of which the library has a photographic reproduction. A copy of Mr. Miller's tabulation is posted on the library bulletin board.

Mr. Robb, of the Fruits and Vegetables Division, has loaned to the bureau library two very beautiful and costly publications which have been prepared by the Bureau of Markets and the Bureau of Plant Industry cooperatively. One is entitled "Handbook of the Diseases of Vegetables Occurring under Market Storage and Transit Conditions," and the other "Handbook of the Diseases of Fruits Occurring under Market Storage and Transit Conditions." They are profusely illustrated with actual colored photographs in which the vegetables or fruits appear almost as though they were lying on the page.

The Periodical Desk in the bureau library, Miss Jessie Callan in charge, has been supplied with an outside telephone. The Branch number is 279-2. It will facilitate the work of the library if all telephone messages relating to current periodicals, are sent over that telephone number rather than the telephone in room 705, which is Branch 279.

11. MISUSE OF MAIL SACKS

Attention is called to the fact that it is a violation of the Postal Laws of the United States and the Penal Code to use mail sacks for storing or handling records, waste paper or trash of any sort, or for any private use whatever.

EFFICIENCY

(The following article was prepared for the Bureau News by Mr. John H. Frazier, of the Chicago office of the Grain Division.)

12. THE METHOD PURSUED IN CHECKING THE ACCURACY OF INDIVIDUAL LICENSED INSPECTORS

There are at present 435 inspectors, located at 140 different points in the country, who now hold licenses under the United States grain standards Act. In order to check the accuracy and efficiency of these licensed inspectors, samples are taken promiscuously by each of the 34 district offices of Federal Grain Supervision, from grain after it has been inspected. The samples taken by Grain Supervision constitute almost ten per cent of the total number of inspections made by licensed inspectors at the markets where supervision offices are located.

Each sample that is drawn to check the grading of an inspector is analyzed and also graded by the supervision office. An individual report showing the inspector's grade and his grade-determining-factors, together with the complete supervision analysis and grade, is then sent to Inspection Efficiency of Field Headquarters.

Federal Grain Supervision has two Field Headquarters' offices. The General Field Headquarters is located at Chicago, and a Pacific Coast Headquarters is at Portland, Ore. The Pacific Coast Headquarters which has under its immediate jurisdiction all of the district offices west of the Rocky Mountains, is, however, subject to instructions from the officer in charge of General Field Headquarters in matters of general policy, and from the Board of Review at General Field Headquarters in matters pertaining to the interpretations of the standards.

In addition to the reports sent directly to Inspection Efficiency, samples are sent to the Board of Review representing lots of grain where the supervision office has differed from the grade of the licensed inspector on some interpretative factor. By an interpretative difference is meant a change on some factor that is determined

by human judgment and not by a mechanical test.

Approximately twenty per cent of the samples handled by the supervision offices are submitted to the Board of Review. The samples submitted to the board are a means for keeping the supervision office, and in turn the licensed inspector, fully in touch with the board's interpretations at all times. A duplicate copy of the report that is sent to Inspection Efficiency covering each sample handled, accompanies the sample sent to the Board of Review, and the board passes it on to Inspection Efficiency bearing its notations.

When the work of each particular supervision office has been assembled it is checked, and marked in a simple code before final compilation, which shows by individual inspectors and by markets, the following:

1. The number and percentage of inspections supervised that are correctly graded.
2. The number incorrectly graded.
3. The number overgraded.
4. The number undergraded.
5. The degree of overgrading or undergrading.
6. The factors accountable for the misgrading.

Graphic charts have been kept for all of the important markets which show the fluctuations from week to week in (1) the amount of supervision, (2) the accuracy of inspection, and (3) the tendency (i.e. lenient or rigid) of the incorrect inspections. These charts as well as all other data are kept in a manner to afford a direct comparison between the "in" and "out" inspection.

To avoid the common danger of compiling statistics of which, often, little or no use is made, the data of Inspection Efficiency are also systematically weighed and analyzed by the staff at General Field Headquarters.

Moreover, since March, 1920, monthly meetings have been held at which the division supervisors, and generally, a representative from Washington are present.

At these meetings all available data of Inspection Efficiency are fully discussed with the view of bringing out the important facts

by which to direct the activities of supervision toward the attainment of a maximum efficiency in application of the official standards.

BUREAU BREVITIES

13. THE ADMINISTRATIVE HANDBOOK, which has been in preparation for some time, will be issued under date of March 31. It will consist of two volumes contained in loose-leaf ring binders with the name printed on the back and the front cover of each volume. The edition will be limited to 125 copies, in these binders. One copy will be sent to each branch office, and one to each division and independent project in Washington.

14. THE REVISED BUREAU STOCK LIST, which will supersede the list issued Feb. 28, 1919, is being sent out as a supplement to this issue of the Bureau News. One copy is being sent to each member of the bureau staff on the mailing list. Additional copies will be sent by the Division of Market Information, upon request.

15. THE THREE EX-SERVICE MEN WHO HAVE BEEN IN THE MINNEAPOLIS OFFICE of the Grain Division have received appointments as grain samplers. One is now located at the Minneapolis Supervision office and the other two will report at Omaha at an early date. Other requests have been received from two or three returned soldiers who are contemplating taking this training in the Minneapolis Supervision office during the latter part of March or the early part of April.

16. A SMALL CONFERENCE OF FOOD PRODUCTS INSPECTORS will be held in St. Louis March 3, 4 and 5. Those who are expected to attend are: Supervising Inspector R. C. Butner and Dr. G. K. K. Link of the Chicago office, and the following Inspectors: B. S. Jones of Chicago; O. G. Strauss of Indianapolis; P. W. Barnes of Columbus; M. C. Gregory of Memphis; and G. R. Warren of St. Louis.

17. MOTION PICTURES MADE BY THE U. S. DEPARTMENT OF AGRICULTURE will be shown in the New National Museum at Tenth and B streets this evening at 8 o'clock. Assistant Secretary Ball will give a short talk, and there will be music by the Department Orchestra, and other features. Tickets were distributed among members of the Bureau of Markets staff by Mr. C. L. Snow, Administrative Assistant.

18. THE MILWAUKEE MARKET HAS TAKEN STEPS to protect country shippers by adopting a rule compelling buyers to accept or reject by 12 o'clock of each day, grain that is in a heating condition, unless the car cannot be thoroughly sampled, when the buyer must accept or reject at the point of unloading.

19. TEN KANSAS WHEAT SHIPPERS VISITED THE WICHITA Supervision Office during the past week requesting information as to the methods of grading grain. Complete demonstrations were given for their benefit.

20. PLANS FOR THE FORMATION OF A DEPARTMENT OF AGRICULTURE CLUB are being made by representatives of the department in St. Louis. A meeting and discussion will be held in the near future in the office of Mr. M. W. Hayes, Meteorologist, at 2155 Railway Exchange Building.

PERSONALS

Mr. Livingston went to Chicago Feb. 22 to attend meetings of the Committee of Fifteen, and returned to Washington Friday, Feb. 25.

Mr. Chester Morrill, Assistant Chief of the Bureau, went to Boston Feb. 18 to hold a conference with Mr. W. A. Munson, Director of the Division of Markets of the Massachusetts Department of Agriculture.

Mr. Roy C. Potts, of the Division of Dairy and Poultry Products, attended hearings before the Commissioner of Internal Revenue, Friday, Feb. 25. The tax on neutralized butter was considered at this hearing.

Miss Mabel R. Jordan will be transferred from the Division of Live Stock and Meats to the Division of Dairy and Poultry Products March 1, and will have charge of compiling the monthly fluid milk market report.

Mr. R. L. Feddersen, Inspector of Dairy Products at the New York office of the Division of Dairy and Poultry Products, has been assigned to duty at the Chicago office of this division relieving Mr. O. S. Hagen, who will resign in the near future.

Miss Esther Trotter, formerly file clerk of the Division of Dairy and Poultry Products, has returned to duty after being on furlough since the first of the year.

Mr. A. C. Poulton, of the Cotton Division, spent a few days in Washington last week while en route from New York to the South, where he will buy cotton to be used in making up cotton standards. On his way south he will stop at his home in Louisville, Ky., for a short visit.

Mr. W. T. Spence, of the Cotton Division, who has been in New York, was called to Washington last week because of the serious illness and subsequent death of his mother, Mrs. A. N. Spence of 825 Vermont Ave.

The appointment of Mr. J. P. Mattox, who has been serving as Agent in Maysville, Okla., has been terminated effective Jan. 20, 1921, because of the completion of the work upon which he was engaged.

Dr. D. B. Carrick, who has been serving in the Preservation of Fruits and Vegetables in Transit and Storage Project since 1917, has been temporarily assigned to Ithaca, N.Y., to assist with the work being carried on under a cooperative agreement between this bureau and the Department of Pomology of the New York State College of Agriculture. It is expected that Dr. Carrick will remain at Ithaca for the next few months.

Mr. R. H. Elsworth, Specialist in Market Extension, left the Washington office Feb. 22 for a short trip into the field to confer with the Agents in Marketing in Massachusetts and Connecticut, to obtain information as to the status of cooperative marketing in those states, and to make suggestions relative to future activities.

Mr. G. O. Gatlin left Washington Feb. 24, for the purpose of conferring with Agents in Marketing, Directors of Extension and other agricultural officials who are interested in marketing work in Richmond, Va., and Athens and Atlanta, Ga. Mr. Gatlin will return to this office March 3.

Mr. G. F. Kellogg of the Hay, Feed and Seed Division, who has been spending the past two weeks in Washington, returned to the Chicago office Feb. 26.

Mr. J. H. Frazier, of the Grain Division General Field Headquarters, called at the Seattle office Feb. 18. He is making a tour through the West and is making an office survey and studying laboratory procedure.

Mr. J. H. Cox, of the Grain Division, left last Wednesday for a trip through the Far West to interview grain inspectors and the

grain trade about grades on rye and barley. He will be gone about three weeks.

Dr. G. K. K. Link spent Feb. 10 and 11 at the Omaha office of the Fruit and Vegetable Division. He visited the Food Products Inspection office in St. Louis Feb. 17, 18 and 19, returning from there to Chicago.

Mr. F. G. Robb and Mr. W. H. Samson spent Thursday, Feb. 24, in Trenton, N. J., in conference with state marketing officials. Grades for potatoes and other products and shipping point inspection in New Jersey were discussed.

Mr. W. A. Sherman, who left Washington Feb. 8 to attend a meeting of the Watermelon Distributors' Association at Macon, Ga., went from the South to Chicago to confer with members of the Fruit and Vegetable Division. Before returning to Washington he expected to stop at a number of points in the interests of the Domestic Wool Section.

Mr. H. J. Clay, of Washington, went to Norfolk, Va., last week, and from there to Suffolk, Va., for the purpose of conferring with members of the peanut trade on the weekly market reports on peanuts.

Mr. T. A. Sommers and Mr. J. H. Shollenberger attended a conference at the University of Maryland, held at College Park, Md. to discuss with members of the staff of the college plans for an investigation of garlicky wheat in Maryland. The investigation will be conducted in that state by Mr. Sommers and Mr. Shollenberger in cooperation with the college officials.

Miss M. Ethel Butler reported for duty as clerk at the Duluth office on Feb. 7.

Mr. G. F. Turner, Grain Sampler, has been transferred from Omaha to Milwaukee.

Miss Mary Raleigh has been transferred from the War Risk Insurance Bureau at Washington, to the Chicago office of Federal Grain Supervision, effective Feb. 18.

Mr. G. C. McCormick, Auditor of the Domestic Wool Section, has returned to duty after a month's absence because of illness.

Mr. B. S. Jones, Inspector of Food Products, who has recently been stationed in New York, has returned to Chicago where he is working temporarily with the inspection staff of that city.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

WASHINGTON, D. C.

MARCH 1, 1921

VOL. 4, NO. 9

SUPPLEMENT

BUREAU STOCK LIST

Superseding Bureau Stock List issued Feb. 23, 1919
(Revised to Feb. 1, 1921)

I N D E X

Supplies	1
Bureau forms	10
Department forms	11
- - - - -	

DIRECTIONS FOR ORDERING

1. Typewrite orders on Forms BM 33a and 33b. Ribbon copy should be made on pink sheet Form BM 33a. A carbon copy on green sheet Form 33b should be made and forwarded to the Bureau Property Clerk with the original. The Divisional office may make an extra copy either on a plain sheet of paper or on another of the green sheets Form 33-b, to retain until the return of the Form 33-b transmitted to the Bureau Property Clerk with the original.

Branch offices should use Form BM-33 in ordering supplies, submitting such Form BM-33 to their project or division headquarters in Washington. When Form BM-33 is received in the Washington office the articles requested will be ordered from the Property Clerk on Forms 33a and 33b, in accordance with the foregoing paragraph, but in addition to the usual copies two extra copies will be made on a salmon-colored Form No. 33c. These two copies of Form 33c will be sent to the branch office and when the articles requested are received in the branch office one copy of the form will be receipted and returned to the Washington office.

2. Order by item number, using same description and unit as shown in the list. Supplies not listed are not carried in stock.

3. Be sure to indicate appropriation and project to be charged.
4. Give building and room number (name of office alone not sufficient) to which delivery should be made. If for branch office, give full address; the furnishing of addressed franks or tags is not necessary.

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NOTES

Items marked with an asterisk (*) are not shipped to field offices because of their bulky or fragile nature.

Inventorial items are so designated.

Inkstand sets, steel erasers and whisk brooms are no longer carried in stock.

To effect an economy in the use of paper, all 3 x 5 and 5 x 8 memo pads are made from scrap paper and discarded forms. No charge is made for these.

For intra-bureau mail, economy messenger envelopes should invariably be used. These result in an economy of 1000%.

Suggestions or comments regarding the selection, quality or handling of supplies are welcomed at all times by the Bureau Property Clerk. They should be made in writing in order that they may be filed for reference.

SUPPLIES CARRIED IN STOCK IN THE CENTRAL SUPPLY SECTION 220 LINWORTH PLACE, S. W. WASHINGTON, D. C.

Bureau Item No.	Article	Unit
*1	Alcohol, denatured (in bulk, send container)	gal.
*2	Amonia water	bottle(4-lb)
3	Bands, rubber, No. 15	box(1/3 lb.)
4	" " No. 18	"
5	" " No. 30	"
6	" " No. 32	"
7	" " No. 60	"
8	Baskets, desk wire (Inventorial)	each
*9	" waste, fiber (Inventorial)	"
10	Binders, grip, letter size (#400-S)	"
11	" string, bulletin size	"
12	" " letter size	"
12-A	" laces for	roll
13	Blotter holders, rocker, small size	each

14	Blotter holders, rocker, large size	each
*15	Board, bristol, 100-lb.	sheet
*16	" " 120-lb.	"
*17	" " 140-lb.	"
18	Books, memorandum, 8-3/4x5-3/4, not indexed, ruled	each
19	" " 8-3/4x5-3/4, indexed, journal	"
20	" " 6-1/4x3-3/4, indexed, journal	"
21	" " 6-1/4x3-3/4, indexed, ruled	"
22	" " 5-1/4x2-3/4, not indexed, journal	"
23	" " 5-1/4x2-3/4, indexed, journal	"
24	" press copy, 10 x 12	"
25	" stenographer's note	"
*26	Bottles, water cooler, 3-gal.	"
*27	" " " 5-gal.	"
*28	Brooms, floor, straw	"
30	Brushes, dustpan	"
30-A	" radiator	"
30-B	" water closet	"
31	" floor, hair push, 14"	"
32	" " " 18"	"
33	" mucilage, (large and small)	"
34	" paste, 1"	"
35	" " 2"	"
36	" scrubbing	"
37	" type cleaning (bone handle)	"
38	" typewriter (wooden handle)	"
*39	Buckets, galvanized iron, 14-quart	"
40	Calendar pads, "Bunch of Dates"	"
41	" " "Gem" and "Pargacn"	"
42	" stands, "Gem" and "Paragon"	"
43	Cards, guide, 3 x 5, plain 1/2 cut, buff	pkg.(100 to a pkg.)
44	" " " 1/3 " blue	" "
45	" " " 1/3 " buff	" "
46	" " " 1/3 " salmon	" "
47	" " " 1/5 " buff	" "
48	" " " alphabetical, 25-subdivisions	set
49	" " " 50- "	"
50	" " " 75- "	"
51	" " " 120- "	"
51-A	" " " months, salmon	"
52	" " " states	"
53	" " 4 x 6, plain, 1/2 cut, buff	pkg.(100 to a pkg.)
54	" " " 1/3 cut, buff	" "
55	" " " 1/5 cut, buff	" "

56	Cards, guide, 4 x 6, alphabetical, 25-subdivisions	set
57	" " " " 75-	"
57-A	" " " " 120-	"
58	" " " states	"
59	" " 5 x 8, plain, 1/3 cut, blue	pkg.(100 to a pkg)
60	" " " " 1/3 " buff	" "
61	" " " " " " salmon	" "
62	" " " " 1/5 " buff	" "
63	" " " alphabetical, 25-subdivisions buff	set
63-A	" " " " 25- " blue	"
63-B	" " " " 50- " buff	"
64	" " " " 75- " buff	"
64-A	" " " " 120 " buff	"
65	" index, 3 x 5, white, plain	pkg.(100 to a pkg.)
66	" " " " ruled	" "
67	" " " salmon, plain	" "
67-A	" " " " ruled	" "
68	" " 4 x 6 white, plain	" "
69	" " " " ruled	" "
70	" " " salmon, plain	" "
71	" " 5 x 8 white, plain	" "
72	" " " " ruled	" "
73	" " " salmon, plain	" "
73-A	" " " blue, plain	" "
74	Chalk, white (crayons)	gross
75	Chloride of lime	can
76	Cheesecloth (For cotton waste substitute see Item 355-A)	yard
77	Clips, board, letter size (wool board with metal clasp)	each
78	" " cap size " " " "	"
79	" paper, Gem #1 (100 to a box)	box
80	" " Ideal #1 (12 to a box)	"
81	" " " #2 (50 to a box)	"
82	" " binder, L.E.B. or Apsco, 1 1/4"	"
82-A	" " " " #2	"
83	Cloths, Copying	doz.
84	Cots, Finger #11	"
85	" " #11-1/2	"
86	" " #12	"
87	" " #13	"
88	Covers, manuscript	each
89	Crayons, marking, blue	"
89-A	" " red	"
*90	Cups, drinking, paper (100 to a tube)	tube
91	" sponge	each
91-A	" " for desk sets	"
92	Cuspidors	"
92-A	Dictaphone Pads	"

*92-B	Disinfectant			gal.
93	Dustpans			each
94	Envelope openers			"
95	Envelopes, 3 1/2 x 6,	manila, franked		1000
96	"	" messenger		"
97	"	white, plain		"
98	"	" franked		"
99	"	3-7/8 x 8-7/8 " "		"
100	"	" return Chief		"
101	"	" Secretary		"
102	"	4-1/3 x 9-1/2 manila, plain		"
103	"	" franked		"
104	"	" messenger		"
104-A	"	" economy messenger		"
105	"	white, franked		"
105-A	"	" plain		"
106	"	" Secretary		"
107	"	4-1/2 x 10-3/8 manila, franked		"
108	"	6-1/2 x 10-1/2 " plain		"
109	"	" franked		"
110	"	" white "		"
110-A	"	7-1/2 x 10-1/2 tension (for foreign mail)		100
111	"	9-1/8 x 11-1/2 white, franked		"
112	"	9-1/2 x 12 manila, plain		"
113	"	" manila, franked		"
113-A	"	" economy messenger		"
114	"	10 x 14 manila, plain		"
115	"	" rope, franked		"
116	"	10 x 15 kraft, franked		"
116-A	"	" economy messenger		"
116-B	"	" manila, plain		"
116-C	"	" white,		"
117	"	12 x 18 manila, plain		"
118	Eradicator, ink			set
119	Erasers, blackboard			each
120	" rubber, artgum			"
121	" pencil			"
122	" typewriter (disc, with brush)			"
124	Exterminator, insect, paste			"
124-A	" liquid			gal.
125	Eyelets, Challenge #1			box
126	" " #2			"
127	" Triumph, CZ			"
128	" " JN			"
129	Fasteners, paper flathead	1/2"		"
129-A	" " "	3/4"		"
129-B	" " "	1"		"
129-C	" " "	2"		"

130	Fasteners, paper, roundhead	1/2"	Box
130-A	"	"	"
130-B	"	3/4"	"
130-C	"	1"	"
130-D	"	1-1/2"	"
131	"	2"	"
131	"	washers	"
132	Files, box, letter size, Phoenix		each
132-A	"	cap	"
133	"	for 3 x 5 cards	"
133-A	"	5 x 3 cards	"
134	"	pamphlet (red boxes)	"
134-A	"	pamphlet, Pamfiles	"
135	Fillers, fountain pen		"
136	Films, photographic, 3-1/4 x 5-1/2, 6-exposure		"
137	Folders, manila, letter size, 1/2 cut		box
138	"	square cut	"
138-A	"	" (Draft Board)	" No Charge
139	"	cap 1/2 cut	"
140	"	square cut	"
141	"	nearleather, expansion envelopes, letter (red)	each
142	"	cap	"
143	"	pockets letter	"
144-A	"	shape, letter size	box
144-B	"	cap	"
145	Glue (1/2 pint cans)		can
146	Handles, mop		each
147	Holders, paper towel		"
148	Hooks, picture moulding		"
149	Index tabs, gummed strips		pkg.(1 doz)
150	Ink, drawing, black		bottle
150-A	"	blue	"
150-B	"	brown	"
151	"	carmine	"
151-A	"	green	"
151-B	"	scarlet	"
152	"	vermillion	"
152-A	"	violet	"
152-B	"	Yellow	"
153	"	marking indelible, (Eternal)	"
154	"	numbering machine	"
155	"	stamp pad, black	"
156	"	red	"
157	"	writing, black, quarts	"
158	"	small (with fountain pen filler)	"
158-A	"	black, concentrated	"
158-B	"	tablets, black	box
159	"	writing, red, pints	each
159-A	"	red, concentrated	bottle
159-B	"	tablets, red	box

160	Ink, writing, white		bottle
161	Inkstands, automatic #51, black	(Inventorial)	each
162	" " #51, red	(Inventorial)	"
163	" " #57, black,	(for sets)	"
164	" " #57, red	(for sets)	"
165	Labels, gummed, Dennison's #201		box
166	" " " #213		"
167	" " " #219		"
168	" " " #223		"
169	" " " #225		"
170	" " " #229		"
171	" " " #261		"
172	" " " #2003		"
173	" " " #2007		"
174	Lamps, electric, 110 volt, 40-watt		each
175	" " " " 60- "		"
176	" " " " 100- "		"
177	" " " " 150- "		"
178	Machines, paper fastening, Midget	(Inventorial)	"
179	" " " Hotchkiss #1	(Inventorial)	"
181-A	" perforating, Cutter (punch)	(Inventorial)	"
181-B	" " Triumph	(Inventorial)	"
*182	Matches, safety (12 boxes to pkg.)		pkg.
183	Mats, cuspidor, rubber		each

- Mimeograph Supplies -

184	Brushes, artists #3	"
185	" dermax	"
186	Cloth pads	doz.
187	Dermax	bottle
188	Ink, A. B. Dick, #767 (1-lb. cans)	can
189	Stencils, A. B. Dick #860, 8-1/2 x 13	quire
190	" A. B. Dick #861, 8-1/2 x 14	"
191	Stoppers, rubber, one-hole	each
192	Varnish	bottle
193	Mops, cuspidor	each
194	" oil	"
195	" scrubbing, large	"
195-A	" " small	"
196	Mucilage, (quarts)	bottle
197	Mucilage, receptacles (with brush)	each
198	Oil, furniture and floor	can
199	" typewriter	bottle
200	Oilers, typewriter	each
201	Pads, chair, felt	"
202	" desk, flexible	"

203	Pads, numbering machine	each
204	" rubber stamp, black, #1 (small)	"
205	" " " " #2 (large)	"
206	" " " red #1 (small)	"
207	" " " " #2 (large)	"
207-A	" " " dry	"
208	Paper, blotting, for small rocker holders (No charge)	100
209	" " " large " " " "	100
*210	" " 19 x 24", green, (for pads)	sheet
*211	" " 19 x 24", white,	"
212	" carbon, 8 x 10-1/2	box
213	" " 8 x 12-1/2	"
213-A	" " 14 x 17	"
214	" " 16 x 21	"
215	" computing machine, 2-5/16"	roll
216	" " " 3-15/32"	"
217	" cross section, 5 x 5, 16 x 21	sheet
218	" " " 5 x 5, 22 x 34	"
219	" " " 8 x 8, 16 x 21	"
220	" " " 8 x 8, 22 x 34	"
221	" letterhead, Washington use, 8 x 7,	ream
222	" " " " 8 x 10-1/2	"
223	" " " " 8 x 12-1/2	"
224	" " field use, 8 : 7	"
225	" " " " 8 x 10-1/2	"
226	" " Secretary, 8 x 10-1/2	"
227	" " " 8 x 10-1/2, second sheets	"
228	" mimeograph, 8 x 10-1/2	"
229	" " 8 x 12-1/2	"
230	" " 8 x 15	"
231	" toilet, oval rolls	roll
232	" " round "	"
233	" typewriter, manila, 8 x 10-1/2 for carbon copies-ream	
234	" " colored bond, 8 x 10-1/2, canary	"
235	" " " " " golden rod	"
236	" " " " " gray	"
237	" " " " " green	"
238	" " " " " oriental buff	"
239	" " " " " pink	"
240	" " " " " primrose	"
241	" " white bond, 8 x 10-1/2	"
242	" " " " 8 x 12-1/2	"
243	" " " " " marginal ruled	"
244	" " " " 16 x 21	"
244-A	" " " " 17 x 22	"
244-B	" " manifold, 8 x 7 (thin sheets)	"
245	" " " 8 x 10-1/2 " "	"
246	" " " 8 x 12-1/2 " "	"
247	" " " " (marginal ruled)	"

248	Paper, typewriter, manifold,	16 x 21 (thin sheets)	ream
249	" wrapping, kraft	24 x 36	"
250	" " "	36 x 40	quire
251	" " express drab,	40 x 48	"
252	" pads, scratch, small,	3 x 5 & 4 x 5-1/2 (No charge)	each
253	" " " medium,	5 x 8 (No charge)	"
258	" " writing, plain,	8 x 10-1/2, white	"
259	" " " " "	" canary	"
260	" " " letterhead,	5 x 8, white	"
261	" " " ruled,	8 x 10-1/2, white	"
262	Paste, library, small jars		"
263	" " quart		"
264	Patches, gummed cloth, round, for loose leaves		box
265	Pencil holders		each
266	Pencils, copying (indelible)		dozen
267	" drawing 4H		"
268	" " 6H		"
269	" " Eagle drafting		"
270	" glass writing, blue		"
270-A	" " " red		"
271	" marking, blue		"
272	" " red		"
273	" stenographer's		"
274	" writing #2 velvet		"
274-A	" " Ticonderoga		"
275	" " #3, Smilax		"
275-A	" " Ticonderoga		"
276	Penholders, cork tip		"
277	" rubber tip		"
278	" hard rubber		"
279	Penracks, glass		"
280	Pens, steel, Esterbrook's, #128 professional		gross
281	" " " #048 falcon		"
282	" " " #135 double elastic		"
283	" " " #239 chancellor		"
284	" " " #313 probate (stub)		"
285	" " " #314 relief (stub)		"
286	" " " #442 Jackson stub		"
287	" " " #322 round point		"
288	" " " #788 oval point		"
289	Pins, (pyramids)		pyramid
289-A	" escutcheon (for metal furniture tags)		lb.
290	" push		dozen
291	Protectors, pencil point		"
292	Racks, rubber stamp, 5" strips		each
293	" " " 12" "		"
294	Ribbons, adding machine, Burroughs, black record, 1/2"		"
294-A	" " " " " & red record 2-1/8"		"
294-B	" " " " " record 3-1/8"		"

295	Ribbons, adding machine, Dalton, black and red record 3/4"	each
295-A	" " " Wales, purple & red record	"
295-B	" metal dating stamp, 2" wide	"
295-C	" hectograph, Underwood, purple	"
296	" typewriter, Corona, black record	"
297	" " " blue copy	"
298	" " L. C. Smith, black record	"
299	" " " black copy blue	"
300	" " " black copy blue & black record	"
301	" " " black record and red record	"
302	" " Monarch, black record	"
303	" " " black copy blue	"
303-A	" " " black record and red record	"
304	" " Remington, black record	"
305	" " " black copy blue	"
306	" " Royal, black record	"
307	" " " black copy blue	"
308	" " Underwood, black record	"
309	" " " " copy blue	"
310	" " " " record & black copy blue	"
311	" " " " & red record	"
311-A	" " " " copy blue & red copy	"
312	Rulers, rubber, 18"	"
313	" wooden, 12"	"
314	" " 18"	"
315	Shears, 6" (Inventorial)	"
316	" 10" (Inventorial)	"
316-A	Sheets, looseleaf, 11 x 8-1/2, plain, white	100
317	Shields, erasing, steel	each
318	Shoes, chair, glass bottom	set
319	Soap, hand, Ivory	cake
320	" laundry, brown	"
*321	" liquid, (In bulk, send container)	gallon
322	" scouring, BonAmi	cake
323	" paste, Flash	can
324	" powder (in bulk)	lb.
324-A	" polish (in bulk) (for stone floors)	"
325	Sponges, (for cups)	each
326	Stamps, dating, revolving, 4-band (rubber)	"
326-A	" numbering, " 4- " "	"
326-B	" " " 6- " "	"
327	Staples, for paper fastening machines, Acme #1	box (5000)
328	" " " " " #2	" "
329	" " " " " Hotchkiss,	" (5000)
330	" " " " " Midget A,	" "
331	" " " " " Midget B,	" "
*332	Strawboard, corrugated, 36 x 36	sheet
333	Supports, book	each
333-A	" desk tray (4 in a set)	set

334	Tacks, carpet	pkg.
335	" thumb, 3/8"	doz.
336	" " 1/2"	"
337	Tags, shipping, linen, plain	100
338	" " " franked	"
338-A	" " paper "	"
339	Tape, gummed, paper, transparent, 5/8"	roll
340	" " " brown 2"	"
341	" " linen, success binder	"
342	" red	spool
343	Towels, cloth, 13 x 16, sanitary knit	dozen
344	" " 12 x 36, " "	"
344-A	" " cotton huck, (for use at branch offices.)	pkg.
345	" paper, rolls (50 rolls to the case)	roll
346	" " folded (25 pkgs. to the case)	pkg.
346-A	Traps, mouse	each
346-B	Trays, desk, wooden, letter-size (Inventorial)	"
346-C	Trays, desk, wooden, cap-size (Inventorial)	"
347	Tubes, mailing, 1" diameter, 21" long	"
348	" " 2" " 24" "	"
349	" " 3" " 36" "	"
349-A	" glass, drinking cup holders, 16"	"
350	Tumblers, glass	"
351	Twine, cotton, soft, #16 sail	ball
352	" " hard, #36 cable	"
353	" jute, soft, light weight	"
353-A	" " hard, (extra heavy)	"
354	Typeewriter cushion feet	set
355	" key cushions	"
355-A	Waste, cotton, (substitute for cheesecloth in cleaning machines)	lb.
356	Wax, floor	can
357	" ,sealing	stick
358	Weights, paper, glass	each
359	Wire, picture, (25 yds. to package)	pkg.
360	" for metal property tags	spool

BUREAU OF MARKETS FORMS CARRIED IN STOCK

<u>Number</u>	<u>Description</u>
B. M. 1	Itinerary Report
B. M. 5	Inventory Master Card
B. M. 5a	Inventory Distribution Card
B. M. 13	Advance Itinerary Post Card
B. M. 14	Follow-up Card
B. M. 15a	Certificate of Ownership of Furniture
B. M. 15b	Certificate of Officer Certifying to Subordinate's Ownership
B. M. 20	Weekly Travel Report
B. M. 21	Acknowledgment of Mailing List Request
B. M. 22	Changes of Address to be Sent to Project Leaders
B. M. 24	"Special" Slips
B. M. 25	Report of Changes in Payroll Status
B. M. 26	Intra-Bureau Reference Slip
B. M. 30	Form for Requesting Outside Publications
B. M. 31	Form for Requesting Auto Truck Service
B. M. 38	Request for Supplies (Branch Offices)
B. M. 40	Requisition for Direct Purchase (Branch Offices)
B. M. 43	Record of Branch Office Expenditures (Branch Offices)
B. M. 44	Request for Certification
B. M. 45	List of Dealers
B. M. 46	Changes in Branch Office Directory (Branch Offices)
B. M. 51	Application for Leave While Traveling on Official Business
B. M. 52	Request for Forwarding Salary Check
B. M. 53	Motor Vehicle Expense Account
B. M. 55	Request for Amendment to Authorization
B. M. 57	Mailing List Memorandum
B. M. 59	Request for Letter of Authorization
B. M. 61	Request for Loan of Brief Case or Portable Typewriter
B. M. 64	Record Slip for Photographs
B. M. 65	Reference Letter (both heavy and thin)
B. M. 70	Property Transfer Invoice
B. M. 71	Inventory Report of Branch Offices
B. M. 72	Inventory Blanks - Summary Form (72a for first sheet; 72b for other sheets)
B. M. 73	Mechanical Equipment Record Card
B. M. 74	Request for Photographic Work
B. M. 75	Monthly Time Record
B. M. 76	Division Personnel Record Card
B. M. 80	Separation from the Service
B. M. 81	Shipping Request (original and duplicate)
B. M. 82	Application for Position in Bureau of Markets
B. M. 84-A	Order for Transportation Requests
B. M. 84-B	Receipt for Transportation Requests, for return to Section of Supplies and Accounts

B. M. 84-C Receipt for Transportation Requests, for return to project
 B. M. 85-A Property Loan (Original)
 B. M. 85-B Property Loan (Duplicate)
 B. M. 86 Personal Charge Card
 B. M. 87 Bill of Lading Record Card
 B. M. 88a Supplies Requisition (Property Clerk's copy)
 B. M. 88b " " (Division Office copy)
 B. M. 88c " " (Branch Office copy)

DEPARTMENT FORMS CARRIED IN STOCK

<u>No.</u>	<u>Description</u>
Form No. 2	Pay Roll for Personal Services Outside of District of Columbia
" No. 3	Pay Voucher for Personal Service
" No. 4	(Reimbursement Voucher for Traveling, Station and Field Expense) (Insert sheet for Form 4 Voucher)
" No. 4b	Subvoucher for Meals and Lodging (Subvoucher for Supplies, Livery and Miscellaneous)
" No. 5	Voucher for Purchases and Services other than Personal
" No. 6	Copy of Authority to Publish Advertisement
" No. 6b	Advertising Rates
" No. 25	Certificate for Loss of, or Damage to Property

Unnumbered Department Forms.

Application for Leave
 Field Diary Insert Books
 Government Bills of Lading
 Informal Proposal for Supplies
 Memorandum of Travel Expense (small books)
 Mileage Purchase Slip
 Oath of Office
 Official Telegram Blanks (in pads)
 Resignation Blanks
 Rubber Stamp Request
 Shop Request
 Statement of Mileage or Scrip Used.
 Statement of Travel by Motor Vehicle
 Temporary Receipt for Use in Lieu of Lost Bills of Lading

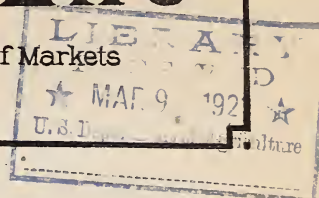
Manuals

Administrative Regulations
 Fiscal Regulations
 Property Regulations



THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

MARCH 8, 1921

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1. AGRICULTURAL APPROPRIATION BILL

The Agricultural Appropriation Bill as finally agreed to and passed by the two houses carries a total for the Bureau of Markets and Crop Estimates of \$3,004,444. This is \$70,000 less than the amount carried in the bill as passed by the Senate, and \$65,000 more than was carried in the bill as passed by the House. Disposition was made of the various Senate amendments to the bill as follows:

The proviso to the item for Marketing and Distributing Farm Products, which covers the project Preservation of Fruits and Vegetables in Transit and Storage, now carries \$30,000, instead of \$20,000 as provided by the House and \$40,000 as provided by the Senate.

The Senate amendments to the language of the item for the Food Products Inspection Service, the effect of which was to authorize inspections of intrastate as well as interstate shipments, and to allow inspections to be made at any point which could be conveniently reached from the designated points of inspection, were eliminated, leaving the language of the item the same as in the current Act.

The Senate amendment providing that \$30,000 instead of \$25,860 of the appropriation for cotton standardization work may be used for cotton testing was agreed to in conference.

The Conference Committee reduced the amount carried by the Senate amendment for Foreign Marketing work from \$100,000 to \$50,000. It also reduced the amount for the warehouse Act from \$100,000 to \$80,000.

The Senate amendments which provided that the Bureau of Markets and Crop Estimates should be vested with the authority previously granted by law to the Bureau of Statistics and the Bureau of Crop Estimates was agreed to by the House.

The Senate amendment, providing that money received from the sale of cotton purchased for the preparation of standards and found unsuitable for such use may be used in the purchase of other cotton, was also agreed to.

The item for the Completion of the Work of the Domestic Wool Section was amended in the House by eliminating some of the language attached to it by the Senate amendment.

2. FIRST DEFICIENCY APPROPRIATION ACT

The First Deficiency Appropriation Bill has been passed by Congress and signed by the President of the United States. This Act provides an item of \$8000, to be available during the current fiscal year, for the Completion of the Work of the Domestic Wool Section.

3. REDUCTION IN THE LEASED WIRE SERVICE

The American Telephone & Telegraph Company has notified this Bureau that, effective July 1, 1921, the full commercial rate of \$24 per mile per year will be charged for all Government leased telegraph circuits instead of the half rate of \$12 per mile which has been in effect heretofore. No additional appropriation has been allowed by Congress to take care of increased rentals and it is necessary to reduce the number of circuits now controlled by this Bureau. The Chief of Bureau has therefore approved a plan of leased wire operation, which will become effective April 1, 1921, whereby the Central and Northern Circuits will be discontinued and as much of the traffic as it may be possible to handle will be handled over a combined Western Circuit. G-17, the present Live Stock Circuit will be utilized for this service and Pittsburgh and Cincinnati offices be transferred from the Northern and Central Circuits to this wire. The offices in Cleveland and Detroit will cease to be operated in so far as direct telegraph service is concerned. The drops in the St. Louis and Omaha Fruit and Vegetable offices will be transferred from G 16 to G 17. The make-up of the Western Circuit, G 17, will be as follows:

Pittsburgh - F. & V. office
Cincinnati - F. & V. office
Chicago - F. & V. office, Dairy office, L. S. office
Fond du Lac - Dairy office
St. Paul - L. S. office
Minneapolis - F. & V. office, Dairy office
St. Louis - F. & V. office, L. S. office
Kansas City - F. & V. office, L. S. office
Omaha - F. & V. office, L. S. office

Obviously it will be impossible to handle the same volume of business under the new arrangement as was handled under the old. However, the various projects and divisions of the bureau directly con-

cerned in the Market News telegraph service have closely cooperated in an effort to effect a material reduction in the amount of traffic to be moved over the Western Circuit and a schedule has been carefully prepared under which a limited amount of traffic will be moved at certain fixed periods. The schedule must be closely adhered to in order that the best possible results may be obtained. The adoption of this schedule may result in the elimination of much of the miscellaneous traffic heretofore handled over leased wires. It is as follows:

SCHEDULE

Special instructions in regard to the detailed operation of the circuit will be sent to each office concerned.

LEASED WIRE SCHEDULE G 17

6 - 7 a.m. Miscellaneous
 7 - 8:30 a.m. Estimates and Actual Receipts
 8:30 - 9:15 a.m. Shipments and F.O.B.'s
 9:15 - 10 a.m. Meat Trade Conditions West - Eastern Wholesale Prices
 (5a) Opening Hog Market
 10 - 10:15 a.m. F & V Destinations
 10:15 - 10:30 a.m. Hog Flashes and Chicago 5 a
 10:30 - 10:40 a.m. Pittsburg CND for Lancaster and Harrisburg
 10:40 - 10:50 a.m. F & V Market from Kansas City
 10:50 - 11 a.m. D.P. Opening Flash West
 11 - 11:15 a.m. F & V Market from Cincinnati
 11:15 - 12:15 p.m. D.P. Final Flashes East and West - Live Stock
 Opening CND'S
 12:15 - 1:30 p.m. F & V Markets
 1:30 - 2 p.m. D.P. Form 2 etc.
 2 - 2:30 p.m. Live Stock Closing CND's
 2:30 - 4 p.m. Radiogram and Miscellaneous
 4 - 5 p.m. D.P. Forms 5 & 6
 5 - 6 p.m. Marketgram (Daily except Tuesday)

L. S. SCHEDULE

7 - 8:30 a.m.
 9:15 - 10 a.m.

 10:15 - 10:30 a.m.
 10:30 - 10:40 a.m.
 11:15 - 12:15 p.m.
 (Shares with D.P.)
 2 - 2:30 p.m.

F & V SCHEDULE

8:30 - 9:15 a.m.
 10 - 10:15 a. m.

 10:40 - 10:50 a.m.
 11 - 11:15 a.m.
 12:15 - 1:30 p.m.

D. P. SCHEDULE

10:50 - 11 a.m.
 11:15 - 12:15 p.m.
 (Shares with L.S.)
 1:30 - 2 p.m.
 4 - 5 p.m.

MISCL.

6 - 7 a.m.
 2:30-4 p.m.

 5 - 6 p.m.

SPECIAL TRAFFIC SCHEDULE

Monday - 2 - 4:30 p.m. or Tuesday - 6 - 7 a.m. Livestock Review.
" 2:30 - 4 p.m. Chicago Cheese Review

Tuesday 6 - 7 a.m. Peanuts
" 2 - 4:30 Honey Reports
British Apple Market

Wednesday 2 - 4:30 p.m. Cheese Review from Fond du Lac via Chicago

Thursday 2 - 4:30 p.m. L.S. Review to East
" 2 - 4:30 p.m. Butter Comment to East and West

Friday 2 - 4:30 p.m. Butter Review
L.S. Review from Chicago on Meat Trade Conditions
Meat Trade Review to Chicago.

4. STATE MARKETING OFFICIALS TO VISIT BUREAU

A number of the members of the National Association of State Marketing Officials will come to Washington during the week of March 14, for the purpose of studying the work of the Bureau of Markets and of discussing the relationships between State and Federal marketing agencies, as well as the possibilities of the expansion of marketing work. Some phases of the bureau's work that will be considered at this time are standardization of grades and containers, the news services and the work of the Division of Cooperative Relations.

The National Association of State Marketing Officials is a comparatively new organization, its first meeting having been held February 5, 6 and 7, 1920 in the Murray Hill Hotel in New York City. It is composed of two classes of members, executive and associate. The executive membership consists of the chiefs or heads of the "regular legally constituted department of each state which by authority of law is authorized to regulate, control or direct marketing activities of the state without regard to either the title of the bureau or the title of the official carrying the authority." The Chief of the Bureau of Markets of the United States is also included in the executive membership. All other representatives of State and Federal bureaus or departments of markets, and "representatives of institutions supported by public funds who are engaged as teachers, extension specialists or investigators in marketing work" are eligible to associate membership. The Association is intended to promote cooperation between the various State and Federal authorities in dealing with interstate phases found in marketing problems, and will facilitate more uniform legislation.

It will also promote an exchange of information on marketing problems.

The first annual meeting of the Association was held last November at the Auditorium Hotel in Chicago. At this time an address was made by Mr. Livingston on the relationship between State and Federal marketing agencies, and members of the association were invited to come to Washington and study the work of the bureau.

5. LIVE STOCK AND MEAT GRADES TO BE STANDARDIZED

A conference to consider the market classifications used by this bureau in reporting prices of live stock and dressed meats will be held in Chicago March 10 to 12 inclusive. Representatives of producers, members of the trade and others have been invited to attend and offer constructive suggestions for the improvement of the classifications under consideration. The Washington office will be represented by Mr. Stephen Bray and Mr. C. A. Burmeister. The classifications have been developed in connection with the growth of the market reporting service and have been thoroughly tested by practical use. Bulletins defining and describing the classes and grades of dressed meats are practically completed. Other bulletins defining and describing the classes and grades of live stock are in preparation. The standardization of live stock and dressed meat grades is one of the most important problems that the Live Stock and Meats Division has undertaken for some time and when perfected will mark one of the most constructive achievements of the bureau in the interests of the live stock industry. Mr. E. W. Baker of the Chicago office is now visiting various offices of the division in the Middle West in connection with plans for the preparation of these bulletins.

6. CONCERNING CONTRIBUTIONS OF CLIPPINGS

Last week's Bureau News contained a request to employes of the bureau for contributions of press clippings concerning the work of the bureau and of the Department of Agriculture. At that time no special attention was called to the fact that it is against the law to clip newspapers and periodicals which are the property of department or bureau libraries. This, however, is the case. The clipping or mutilation of publications which are Government property is punishable by fine or imprisonment. (See 20 Statutes at Large, 171.) Mr. Harlan Smith, the Director of Information, has sent a special rush notice to the bureau chiefs calling attention to this fact and urging them to bring it to the notice of all members of their staffs.

7. NEW TELEPHONE SYSTEM FOR BUREAU

A new telephone switchboard has been installed in the Main Building of the Department of Agriculture, replacing the former equipment which consisted of an old switchboard handling calls over the Chesapeake & Potomac telephones and a departmental switchboard for the inside telephones of the department only. The bureau "inside" switchboard has been discontinued for a few weeks, and, if at the end of that time the service given by the one departmental switchboard is satisfactory, the bureau "inside" system will be permanently discontinued.

In order to take care of the calls heretofore handled over the inside telephones, a net increase of approximately 40 new main line phones and 15 extensions have been installed in this bureau.

A new bureau telephone directory is being prepared.

Calls may be made by giving name of employe and bureau where employed, or by number.

8. VIOLATIONS OF THE GRAIN STANDARDS ACT

The Secretary of Agriculture has recently published his findings as the result of an investigation by the Bureau of Markets of violations of the United States grain standards Act by Cope & Kearney, Omaha, Nebr. This firm during August and September, 1920, received on consignment for sale at Omaha, Nebr., among others 41 cars of corn, wheat and oats. When the grain had been inspected and graded by the licensed inspectors, pan tickets showing the grade as well as certain of the grading factors were issued to accompany the samples to the trading floor. Subsequent to their issuance alterations were made by Mr. Kearney in these pan tickets to show either a different test weight per bushel, moisture content or percentage of dockage. These alterations resulted in indicating a better quality of grain than that actually determined by the licensed inspectors, and the grain was then sold under this false and misleading description on the basis of these pan tickets so altered.

9. USE OF THE EMBOSSING PRESS

The embossing press, which is used for making metal labels for the marking of inventorial property, has been out of order for the past several weeks, having been broken by the extremely rough treatment given it by messenger boy operators. The machine is now in work-

ing order. It is suggested that employes sent to operate this machine be instructed to handle it with care. Any one sent over to use it for the making of labels should bear an informal note, signed or initialed by some responsible officer of the project or division, authorizing the bearer by name to make use of the embossing press. If it is seen that any one does not operate it with care, he will not be permitted to use it thereafter.

10. MANUSCRIPTS SUBMITTED BY THE BUREAU IN FEBRUARY

The following manuscripts were submitted to the Division of Publications during February:

- Lacy, Mary G.: Food Control During Forty-Six Centuries: A Contribution to the History of Price-Fixing to 1800, A. D. Markets Document.
- Montgomery, E. G. and Luedtke, C. F.: The Farmers' Interest in Foreign Markets. Article for Yearbook 1920.
- Pailthorp, R. R. and Samson, H. W.: Northwestern Apple Packing Houses. Farmers Bulletin.
- Samson, H. W.: The March of Standardization. Article for Yearbook 1920.
- Swarthout, A. V. and Bexell, J. A.: A System of Accounting for Cotton Ginneries, Department Bulletin.
- Wheeler, W. A. and George, F.: Know Your Markets. Article for Yearbook 1920.

The following articles have been approved for publication in the following periodicals:

- Montgomery, E. G.: Establishment of a Branch Office of the Bureau of Markets in Buenos Aires. Statement requested by the Modern Farmer.
- Simpson, Kemper: (A Review of) The Financial Policy of Corporations. (By Arthur Stone Dewing, Ronald Press, 1920.) To be published in the Quarterly Publication of the American Statistical Association.
- Stillwell, E. B.: Does Sizing Barreled Apples in Quarter-Inch Variations Pay? To be published in the Rural New Yorker.

11. IN THE LIBRARY

The December 1920 issue of Distribution and Warehousing contains a "Warehouse Directory in which is included the shippers index, 1921."

Through the courtesy of Dr. E. G. Nourse, Chief of the Agricultural Economics Division of the Iowa State College, the Library has obtained reprints of three of Dr. Nourse's articles of interest to the bureau. They are "Will Agricultural Prices Fall?" "Harmonizing the Interests of Farm Producer and Town Consumer" and the "Place of Agriculture in Modern Industrial Society."

The accessions to the Library for the week ending March 5th were the following:

California Associated Raisin Company. United States of America before the Federal Trade Commission...investigation upon application of attorney general under section 6 (e) of the Federal trade commission act. 1920.

Educational directory, 1920-21. 1921. (U.S. Bureau of education. Bulletin 1920. No. 33.)

Flint, W. P. Control of insects injurious to stored grain and seeds. 1921. (Ill. College of Agriculture. Extension Circular No.40.)

Minneapolis, Chamber of Commerce. List of individual members and firm and corporation members. 1916.

New South Wales. Laws, Statutes, etc. A bill to prevent undue profit taking; to provide for the control and acquisition of necessary services....1920.

Preparation of Kansas wool for market. 1920. (Kansas Agricultural College. Division of college extension. Extension circular No. 19.)

U. S. Department of Agriculture. Office of Farm Management. Preliminary report of cost of producing wheat. 481 farms-1919.

U. S. Department of Agriculture. Bureau of Markets. Food products inspectors handbook. 1920.

U. S. Department of Agriculture. Bureau of Markets. Outline of market extension work. 1921.

U. S. Department of Agriculture. Bureau of Markets. Preliminary Report. Livestock loadings by states of origin and cities of destination. August 1917 - June 1919. 1920.

U. S. Federal Trade Commission. Report of Federal trade commission on sugar supply and prices. 1920.

U. S. Tariff Commission. Tariff information surveys on the articles in...the tariff act of 1913. 1921.

Western Fruit Jobbers' Association of America. Proceedings and minutes of 16th annual meeting, 1920. 1920.

BUREAU BREVITIES

12. MATERIAL FOR A "REPORT ON HAY MARKETING IN NEW YORK CITY" is being collected by the Division of Foods and Markets of New York State Department of Farms and Markets. This report, which is being prepared under the supervision of Mr. Herschel H. Jones, Director, New York office, 90 West Broadway, will include a rather detailed description of the various hay-receiving terminals and the methods of handling hay, also information as to the origin of hay shipments received in New York City. It is expected that the manuscript will be ready for the printer about July 1.

13. A DEPARTMENT OF AGRICULTURE CLUB WAS ORGANIZED IN CINCINNATI Feb. 23, at the office of Mr. Forst, of the Bureau of Chemistry. At the time of the organization the representatives of the department were given the opportunity of meeting Secretary Meredith who was in Cincinnati, and who spoke before the weekly forum of the Chamber of Commerce on the "Needs of Agriculture." A meeting of the newly formed club was held March 3 in Mr. Forst's office.

14. A BANQUET WAS HELD IN ST. JOSEPH, MO. FEB. 19 by about 130 representatives of the Department of Agriculture and their families. Dr. R. G. Gillies, In Charge of the Meat Inspection, was the toastmaster for the evening. Interesting responses were made by Congressman-elect, C. L. Faust; Mr. W. S. Belden, of the Weather Bureau; Mr. G. Q. Daniel, County Agent; Mr. J. P. Stanfield, Federal Grain Supervisor and the editors of two local papers. This was the first entertainment that has been given by the department representatives in St. Joseph.

15. THE GRAIN GRADER'S LICENSE HELD BY MR. R. P. THOMPSON, which was suspended owing to alleged misgrading, has been re-issued after an investigation of the charges and went into effect March 1.

16. THE BUREAU OF MARKETS BOWLING TEAM IS MAKING PROGRESS IN THE tournament now being held among bureaus of the Department of Agriculture, and has won the last five games.

17. A FAREWELL RECEPTION WAS HELD BY SECRETARY MEREDITH in his office on the afternoon of March 3. A number of the members of the staff of this bureau attended.

EFFICIENCY

18. UTILIZING POOR MIMEOGRAPH PAPER.

In a letter dated January 31, Mr. E. P. Lemott, Head Clerk of the Chicago Joint Office, has made the following suggestions:

"We are using at this time a very poor grade of paper for our mimeograph work.

"Our operator, Mr. James Baumrucker has made a few adjustments on mimeographs whereby we are able to use this mimeograph paper with very little difficulty. Before adjustments were made we experienced trouble in machines picking up several sheets at a time, thus clogging machine at regular intervals.

"The feed control knob should be turned up 1-1/2 notches and two idler roller brackets put on each machine instead of one and placed directly in line with pick-up rollers on right hand and left hand side of machine. With these adjustments the machine can be run at the same speed as when using better grade of paper. Machines now seldom pick up more than one sheet at a time.

"I am giving you this information as possibly some of the other offices may be benefited in case they have not already made this discovery."

In the Addressing and Duplicating Section in Washington hand feeding of all mimeographs is standard practice and where this is done it minimizes difficulties with low grade mimeograph paper.

19. ALUMINUM SHIPPING PLATES OR TAGS TO BE USED IN THE BUREAU for the shipment of scientific apparatus or important shipping cases belonging to the bureau have been devised by Mr. J. F. Barghausen. This

tag or plate is lighter weight than the original shipping plate used by the War Department. The words "Property of the Bureau of Markets U. S. Department of Agriculture" are engraved on each. This reduces the chances of the case being lost or the address erased. The tags may be obtained from the Bureau Property Clerk at the cost of twenty five cents each.

PERSONALS.

Mr. L. S. Tenny, of the Division of Cooperative Relations, Mr. C. W. Kitchen of the Fruit and Vegetable Division, and Mr. L. M. Davis of the Division of Dairy and Poultry Products, spent Tuesday March 1 in New York City in conference with Mr. Herschel Jones, Director of the State Division of Foods and Markets, and other members of the New York State Department of Farms and Markets. The market news service in New York state was under discussion. Before returning to Washington Thursday morning Mr. Davis went to Boston to interview eligibles for appointment to the Bureau.

Mr. C. L. Cannon, Grain Supervisor in charge of the Toledo office of Federal Grain Supervision, attended the annual meeting of the Farmers Grain Dealers Association of Ohio, held at Cleveland, Ohio on February 22 and 23. Declarations for lower freight rates and a protective tariff on agricultural products, for changes in the co-operative laws, against railroad legislation pending the state legislature, and urging farmers to greater loyalty to and study of co-operative marketing enterprises, were among the sixteen resolutions adopted. Plans were also made for the completion of the transaction by which the Co-Operative Union Elevator Company, organized by the association during the last year, actually will take over and operate the terminal elevator of the Union Elevator Company in Cleveland. It will be the first farmer-owned terminal elevator in the United States.

Mr. L. S. Tenny and Mr. R. H. Elsworth, of the Division of Cooperative Relations, attended a conference of State Officials interested in marketing held at the office of the Pennsylvania Bureau of Markets, Feb. 24. Representatives from the following states were present; New York, New Jersey, Delaware, Pennsylvania and Maryland. The need for close cooperation between the States and the Federal Bureau of Markets was discussed at the meeting.

Mr. G. A. Collier, of the Hay Feed and Seed Division, left Washington March 7 for an extensive trip through the Southwest and the western coast sections for the purpose of interviewing Hay, Feed and Seed Division correspondents who are weekly contributors to the news service, and to designate other correspondents at points where regular information should be obtained. He will also collect samples

of hay for use in the Hay Standards Office.

Mr. H. C. Slade has returned to Washington from New York after a protracted stay in that city, during which time he was supervising the classing of cotton future contracts on the New York Cotton Exchange.

Mr. W. E. Dent, of the New York office of the Cotton Division, has been assigned to the New Orleans office for the month of March, and Mr. J. J. Haggerty, of the New Orleans office, has been detailed to the New York office for the same period.

Mr. A. W. Palmer of the New Orleans office of the Cotton Division is now on leave at his home in Los Angeles, Calif.

Mr. W. A. Sherman, of the Fruit and Vegetable Division, returned to Washington March 1, after a three weeks' trip to points in the South and the Middle West.

Mr. F. G. Robb, of the Fruit and Vegetable Division, is absent from the office on annual leave. Mr. W. C. Hackleman has returned from Philadelphia to look after Mr. Robb's work during this period.

Mr. Delos J. James, who served as Assistant in Marketing Dairy Products in this bureau from Dec. 1, 1917 to April 30, 1919, and then resigned to accept a position with the Massachusetts Agricultural College, has been reappointed effective March 1. Mr. James will have charge of the monthly fluid milk reports, the monthly condensed milk reports and the quarterly milk reports. It is hoped that a powdered milk report, for which there is great demand, can be developed in the division, under Mr. James' supervision. Mr. James received his B. S. degree in Agriculture from the University of Illinois in 1909 and since that time has been engaged in lines of work directly connected with the dairy business both in commercial and college work.

Mr. Gordon M. White, who served in the Bureau from July 1, 1919 to June 7, 1920, as Cotton Classer's Helper, has been reinstated. He will assist the cotton classers engaged in the classification and certification of cotton in the New York office of our Cotton Division.

Mr. Kenneth A. Keithly has been appointed Agent in Marketing with headquarters at Richmond, Virginia. He will be engaged in acquiring information relative to the handling and marketing of live stock and in distributing this information through investigational, demonstrational, extension, or other methods. This work is being carried on under a cooperative agreement between this Bureau and the Department of Agriculture and Immigration of Virginia. Mr. Keithly

has been manager of the Center Cooperative Live Stock Shipping Association, Center, Missouri, and also was employed by the Missouri Farm Bureau Federation of Columbia, Missouri, as special organizer of cooperative marketing organizations.

Mr. J. H. Meek, who has been the Bureau Cooperative representative in Virginia for the past few months, tendered his resignation Feb. 28 in order to devote his entire time to the work of the Virginia Division of Markets, of which he is Director.

Mr. Herbert Graff, of the New York Inspection staff, is spending the month of March in Washington. - He will complete some investigational work for the project of Preservation of Fruits and Vegetables in Transit and Storage during this time.

Mr. Paul M. Williams, who has been on a long trip in the interest of the work on peanuts, has returned to Washington and will be here for a few weeks.

Dr. F. C. Meier, Pathologist in the New York office of the Inspection Service, stopped in Washington on his way to New York after a trip through Georgia and Florida at which time he consulted melon and cucumber growers and arranged for the continuation of investigations of cucumber diseases in Florida.

Mr. Victor Swan has been appointed Grain Sampler in the Omaha, Neb. office of the Grain Division. Mr. Swan was employed on his father's grain and stock farm for a number of years, and received training for the position of Grain Sampler under the direction of the Federal Board for Vocational Education; and from August, 1920, to the date of his appointment in this bureau, was employed as Grain Sampler in the Minnesota Grain Inspection Department.

Mr. F. Earle Parsons, Food Products Inspector, has been transferred to take permanent charge of the Navy inspection service at Norfolk, Virginia.

Mr. John W. Law and Mr. H. E. Truax, of the Los Angeles office attended the National Orange Show at San Bernardino, Calif. Feb. 22.

Mr. C. W. Mann, of the Preservation of Fruits and Vegetables project, recently visited the Los Angeles office.

Mr. P. J. Brittain, Grain Supervisor of the Duluth office, visited the Minneapolis Supervision office Feb. 10 and 11 in the interest of uniformity of grading between the two markets.

Mr. R. C. Butner and Dr. G. K. K. Link, of the Chicago office, lectured on Diseases of Fruits and Vegetables at the Business Men's Club in Cincinnati the evening of March 1.

Dr. C. J. West, of the Division of Marketing Statistics, went to Columbus, O., last week.

Mr. A. W. Herger, In Charge of Enforcement in the Chicago office of the Grain Division arrived in Washington March 2, to spend some time in conferring with members of the Grain Division and with the Office of the Solicitor on matters connected with the interpretation of the grain standards Act.

Mr. B. E. Rothgeb, of the Kansas City office, arrived in Washington Feb. 28 and is now working on grades for grain sorghums.

Mr. R. H. Black, of the Minneapolis office of the Grain Division, arrived in Washington Feb. 23. He will spend some time here working on a bulletin on dockage in grain.

Mr. R. T. Miles, of the Chicago office of the Grain Division, left Wednesday Feb. 23 for a visit to the Supervision offices in the Southwest. He will return in time for the next conference of the division supervisors which will be held March 21.

Mr. C. D. Ashmore, of the Live Stock and Meats Division, has been discharged from the hospital where he went for an operation in January. He returned to duty on March 7.

The Washington force of the Live Stock and Meats Division was considerably reduced last week on account of illness of several of its members. Mr. W. C. Davis was taken ill on Washington's birthday with a serious case of la grippe which threatened to develop into pneumonia.

Mr. C. E. Gibbons also was off duty on account of illness for three days, but was able to return to duty on March 1.

Mr. L. B. Burk has not been on duty since Feb. 28 on account of illness.

Mrs. Mamie Hales and Mrs. A. P. Neel were also compelled to remain at home for a few days because of illness. Reports from other government departments indicate that there was a material increase in sickness among employees after the sudden change to wintry weather from the previous balmy days Washington had been enjoying.

Miss Nell Fenner, clerk in the Bureau of Markets office at Atlanta, was called to her home in Pennsylvania, Feb. 21, because of the serious illness of her mother. Miss Fenner's mother died before she reached home.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

WASHINGTON, D. C.

MARCH 15, 1921

VOL. 4 NO. 11

1. LEGISLATIVE MATTERS OF INTEREST TO THE BUREAU.

The Agricultural Appropriation Bill carrying a total for the Bureau of Markets and Crop Estimates of \$3,004,444 was signed by the President of the United States and has become a law.

The Cold Storage Bill (H. R. 9521) failed of passage. The bill was passed by both houses, was returned to conference a second time, the second conference report was adopted by the Senate, but failed in the House.

The Capper-Volstead Bill (H. R. 13931) to authorize associations of producers of agricultural products passed both Houses, but died in conference.

The bill to create a Federal Live Stock Commission (S. 3944), known as the Packer Bill, passed the Senate but failed to pass the House.

H. R. 9755, providing standard milling weights and measures, passed the House but failed to pass the Senate.

H. R. 8067, an act to establish standard weights and measures for the District of Columbia, passed both houses and became a law.

H. R. 9036, which provided for the repeal of the charter of the Washington Market Company and the taking over of the property by the Government, was passed and became a law.

A number of bills designed to regulate future trading in grain and cotton were introduced but none was passed.

2. S. S. LIBERATOR TO COME THROUGH THE CANAL WITH CITRUS FRUITS.

Mr. C. W. Mann, of the Project of the Preservation of Fruits and Vegetables, will return from California on the S. S. Liberator and with Mr. L. W. Collins, of the same project, will study the cargo which consists of citrus fruits. This shipment comprises 12,000 boxes of lemons which will be transported under ventilation

and will be sent by the California Fruit Growers Association. The fruits are destined for markets in Philadelphia and New York. Mr. Collins made a trip similar to this one earlier in the year on the S. S. Charles H. Cramp. On this occasion he studied conditions surrounding a cargo of 500 boxes of oranges and 1212 boxes of lemons, part of which were under refrigeration and part under ventilation only. This test trip was so successful that Mr. Collins felt that the practicability of California citrus fruit shipments through the canal was established.

3. BUREAU HOST TO STATE MARKETING OFFICIALS.

About a dozen members of the National Association of State Marketing Officials, including a committee appointed at the annual meeting of the Association held in Chicago last December, are in Washington this week studying the work of this bureau. They are conferring with Mr. Livingston and with the Division Heads and Project Leaders as to the formulation of comprehensive plans for close cooperation between Federal and State marketing agencies. A careful study is being made by the visitors as to how they can best coordinate the Federal and State work so as to give producers, shippers and consumers the greatest amount of service in marketing matters. They will also consider the dissemination of the information in the Federal bureau through State machinery.

In keeping with the plans for cooperation, and in response to requests from State marketing officials a circular will be issued jointly by State and Federal agencies to provide a "clearing house" for information regarding the marketing work being done in the various parts of the country. This will be called "State and Federal Marketing Activities" and will be compiled by State marketing officials, and extension divisions in various colleges and experiment stations, and issued through the Division of Cooperative Relations of this bureau. The first issue has already appeared. It consists of several mimeographed pages the same size as the Bureau News, and like the Bureau News has a multigraphed head. As a general thing it will not contain more than three to six mimeographed pages. It will be sent to those publicly engaged in marketing work.

4. REPORT COMMITTEE STUDIES NEWS SERVICE WORK.

The Committee on Market and Crop Reports held a meeting last week at which Mr. W. A. Sherman and Mr. C. W. Kitchen presented a full

set of the reports issued by the Fruit and Vegetable Division, with a detailed statement regarding circulation of each, approximate cost, the purpose of each and the use to which it is put. Many interesting facts and sidelights were developed during the discussion that followed. At a later meeting Mr. R. C. Potts and Mr. L. M. Davis presented similar facts regarding the news service on dairy products. The news service on live stock and meats will be reviewed at an early date. These meetings are in compliance with the memorandum of the Chief reprinted in Bureau News Vol. 4, No. 6, providing that a study be made of all the bureau news service work with the view of making such improvements or changes as will give the public the best possible service with the funds available.

5. INVESTIGATIONS OF GARLICKY WHEAT

Mr. T. A. Sommers and Mr. J. A. Shollenberger, of the Grain Division, have commenced a survey of the conditions surrounding the milling and sale of garlicky wheat in Maryland. Garlic is one of the weeds most prevalent in that state. Since the war, the buyers have been discounting garlicky wheat at a much higher rate than before, with resulting dissatisfaction on the part of the producers. The Bureau of Markets representatives intend to make a survey of the entire situation in cooperation with the Maryland State College of Agriculture.

6. WHEAT EXPORT FIGURES BEING FURNISHED TO GRAIN TRADE.

Information as to the amount of grain exported from the United States is furnished to grain exchanges in a number of cities each Tuesday. The information is sent out over the leased wires as soon as it is compiled for the week. It includes only the amount of wheat exported, as evidenced by the reports of licensed inspectors, which has been inspected under American grades. The same information appears in The Market Reporter the following Saturday. The cities to which the information is sent are: Omaha, Kansas City, St. Louis, Chicago, Minneapolis, Cincinnati, New York and Baltimore.

7. APPLE PACKING AND STORAGE HOUSE CAMPAIGN IN FAR WEST.

Mr. R. R. Pailthorp and Mr. E. M. Seifert, Jr., of the Grades and Standards section, will begin a campaign for better packing and storage houses for apples in the far West March 15. The

campaign will be conducted in cooperation with local County Agents and will consist of conferences and a few addresses. In the Yakima and Wenatchee sections of the Northwest almost every one is interested in the apple business, so the fact that Mr. Pailthorp and Mr. Seifert are in town and may be consulted on certain dates will be flashed on the screen at many moving picture houses. They will confer with architects who are designing warehouses and packing-houses, and with prospective builders, giving advice and assistance. Apple houses have been incorrectly built in the past and much money has been lost as a result. Recent studies of the Department of Agriculture have brought out the fact that apples need ventilation as well as proper temperature. Many of the older storage and packing-houses were built with proper temperature regulations but without adequate arrangements for ventilation. The matter is of such importance in these regions that lumber dealers sometimes will give plans to persons buying supplies for building warehouses and packing-houses.

8. REPORT ON THE DETROIT CITY MARKET.

The Municipal Bureau of Markets of the City of Detroit has just completed a year of active work, according to a report recently received. This Municipal Bureau is an integral part of the Department of Public Welfare of the City, an interesting form of city organization and market government. A great deal of the work of the year was planned as direct preparation for the expansion which will take place as soon as prices and conditions permit. A gradual reorganization of eastern and western markets is being made; condemnation proceedings to acquire land adjacent to both markets are under way and the practicability of conducting a successful outlying market is being tried out.

During the year the city bureau has re-written the market ordinances to make them properly applicable to present-day conditions. They have been passed by the Council and are now in operation.

The city market reporting service has been an important part of the work. Through this service the producers around Detroit are kept in close touch with the daily market prices which prevail on eastern and western markets each morning. The United States Bureau of Markets cooperated in this service as an experimental and demonstrational activity, until it had proven its value. On the withdrawal of the Federal Bureau and the use of the frank, in order to secure second class mail rates, the publication had to have a paid subscription list, so it has been necessary to place a subscription price of 75¢ per year on the report for those who wish to receive it

by mail - an experiment which will be watched with interest by the bureau. This bureau feels further special interest in the matter because the director of the Detroit bureau is Mr. G. V. Branch, who developed and directed the project of City Marketing during the early days of this bureau.

9. GET VACCINATED BEFORE YOU LEAVE.

The following letter has been received from the office of the Chief Clerk of the Department, Mr. R. M. Reese, and calls attention to the fact that anyone leaving for a trip can be vaccinated against small pox at the Hygienic Laboratory before going.

MEMORANDUM FOR CHIEF CLERKS OF BUREAUS, DIVISIONS AND OFFICES:

I am in receipt of a communication from the Public Health Service, Treasury Department, to the effect that the Bureau of Public Health will be glad to vaccinate for smallpox, any employees of the Government, prior to starting on official trips.

Employees desiring to take this precaution should report at the Hygienic Laboratory, 25th and E Streets, N. W., Washington, D. C., at least one week before they intend to leave the city in order to allow time for observations controlling the character and efficiency of the "take" to be made.

The Director of the Laboratory states that opportunity for vaccinations will be given on any day of the week except Sundays, Mondays and Wednesdays; Tuesday being the most convenient time for the laboratory personnel. No charge will be made by the Public Health Service.

(Signed) R. M. Reese

Chief Clerk.

10. BILLS OF INTEREST TO BUREAU PASSED IN OREGON.

Two bills of interest to the Grain Division of this bureau were recently passed by the legislature and signed by the Governor of Oregon. Senate bill 213 makes it lawful for the U. S. Department of Agriculture to entertain appeals on intra-state grains for which

standards have been fixed and which have been graded by a licensed inspector, The Federal appeal grade certificate issued in such cases will supersede the licensed inspector's certificate and be prima facie evidence of the true grade of the grain in any court in Oregon. Senate bill 272 establishes a system of discounts for grain of inferior grades. The enforcement of this bill will come under the jurisdiction of the Public Service Commission.

11. MILLING INVESTIGATIONS ON COLOR OF BREAD.

Investigations made in the little mill that is a part of the equipment of the Bureau of Markets, show that the color of bread usually corresponds very closely to the color of the flour from which it is produced. Some flours, such as certain varieties of Durums, Common Whites and White Clubs, are very creamy or yellow. Hard Red Winter wheat flour has a range in color from creamy to creamy gray. Most of the Hard Red Spring wheat flours are creamy gray. Those from Soft Red Winter and certain of the Common White and White Club wheats vary from a very slight creamy or almost white to various shades of creamy, gray, or creamy gray.

The actual color score is represented by a numerical grade, the basis of which is 100. A standard flour of known color is baked each day and the colors of the other samples tested are determined by comparison. This is one of the most difficult decisions to make consistently from day to day. In the first place there are so many shades of color found in bread, and being viewed under varying light conditions, even the trained eye finds it difficult to obtain results that are absolutely consistent one day with another. There are tintometers and photometers sold on the market that are used to make color comparisons of flour but are not found adaptable for judging bread color accurately. Grain Project Letter Vol. 2, No. 8, Feb. 25th.

12. IN THE LIBRARY.

During the Week ending March 5 the accessions to the Department Library have included the following items of interest to the Bureau:

Administration; the journal of business analysis
and control. Vol. 1 no. 1 - Jan. 1921 -
(Monthly).

Canada. Dept. of trade and commerce. General Apple
market conditions in Great Britain. 1920. (Apple
supplement No. 3 to Weekly bulletin of Dept. of
trade and commerce, Nov. 17, 1920.)

Chestnut, M. D. Universal hay tonnage tables. 1920.

Edinburgh. Royal botanic garden. List of seeds collected during 1920. 1920.

Great Britain. Custom house. Statistical office. Annual statement of the trade of the United Kingdom with foreign countries and British possessions for 1918. 1919.

Nevada. Laws, statutes, etc. Laws of Nevada directly applicable to the livestock industry. 1920.

Rotterdam. Chamber of Commerce. Report...1919. 1920.

Schwartzs, Helmuth & Co. Annual report on wool for 1917-20. 1920.

"Mexico, Financial and Commercial"; is the name of a periodical which the Bureau Library is now receiving. Recent numbers contain articles on "Agricultural Development in Progress", "Plan for a New Banking Law", chapter five of which is devoted to agricultural banks, and "The Vanilla Industry in Mexico."

EFFICIENCY

13. ADDRESSING AND DUPLICATING.

There has been observed a general tendency toward laxity on the part of some of the bureau officers in Washington in observing prescribed methods of procedure in drawing orders for service by the Addressing and Duplicating Section and in maintaining other contacts with that Section. In this connection attention is called to Bureau Memorandum No. 100, dated March 31, 1917; to item 8 of Information Circular No. 13, Volume I; to item 18, Information Circular No. 5, Volume II, and item 5, Information Circular No. 12, of the same volume. Special attention is called to the necessity for including the number of the account against which the cost of the job is to be charged and to the provision for recording the stencil number in the records of the office for which the work is done. The following suggestions, if observed closely, will tend to produce much more satisfactory results.

A separate order should be drawn for each job, and every order should state in clear and concise language exactly what is desired, that is, whether the work is multigraphing, mimeographing, addressing, folding, sealing, or the like. For multigraph work, the kind of ribbon to be used -- copy or record -- the size and thickness of the paper, the dimensions of envelopes and cards, etc., should be designated. If colored paper is to be used, the color should be named. If the order is for an addressograph job, it should state the size of the envelopes to be used and specify white or manila. Mimeograph work ordinarily is single spaced and printed on both sides of the paper. If a mimeograph job is to be double spaced or printed on only one side of the paper, the order should contain the necessary instructions. The spacing for all multigraph work should be given.

Altogether too many of the orders demand the completion of the job within too short a time or are marked "rush" or "special."

In orders for multigraph or mimeograph work, and especially for multigraphing, the number of copies should be estimated carefully and adequate supply secured, to prevent a later reprint which would involve the resetting of the type for the order.

Copy from which stencils are to be made, too often is in the form of smutty, blurred carbon copies or difficult rough draft. The ideal copies for multigraph or mimeograph are such that the type setter or stencil cutter can make exact, line-for-line copy. At least, copy always should be ribbon print rather than carbons and free from any considerable amount of pen corrections and revisions. All tabular forms that are to be mimeographed must be cut on a mimeoscope and it is of particular importance that the copy furnished should be drawn to exact size with all spacings indicated and lines drawn and all headings, etc., filled in with the typewriter. All such forms should be drawn on white paper of good quality with all lines clear and distinct. Copy should be free from erasures, crossed-out lines and marks or pencilled notes, and without printing on the back.

If the signature is to appear on finished work, a note always should be made to that effect, with information as to whose signature is to be affixed.

If a job comprising several sheets is to be assembled, stapled or punched, the necessary details should be indicated exactly. The manner of assembling and the location and number of the staples or holes should be given. When it is intended that finished work is to be folded, the manner in which it is to be folded must be stated.

Lists submitted for embossing upon the addressograph should be checked very carefully before leaving the division.

BUREAU BREVITIES

14. THE ATLANTA CITY COMMITTEE OF THE BUREAU held a meeting March 3 and it was decided to appoint a Bureau News correspondent to have charge of sending items from all of the bureau offices in that city. Mr. J. H. Cain was selected to serve in this capacity and as a beginning Mr. Cain sent a number of items for the periodical, which appear this week. Bureau News correspondents have now been selected in thirty four places and many of them have sent items of various kinds. The Bureau News attempts to cover the activities of the entire bureau. It will be successful only if it has the hearty cooperation of the "correspondents". Items that have been sent in may not always appear but that should not be taken to mean that they were unwelcome. At times suggestions from the field though not exactly appropriate for the Bureau News can be utilized for other purposes, such as news releases and bases for articles for outside publication. The Bureau News will be glad to hear from the chosen thirty four.

15. THE MARCH NUMBER OF THE BANKER FARMER contains several articles of special interest to members of the staff of the Bureau of Markets. One of these is "To Aid in Marketing", written by Mr. C. J. Brand, former Chief of the Bureau. Mr. Stephen Bray, of the Live Stock and Meats Division, is the author of "Uncle Sam's Live Stock Grades", and Former Secretary E. T. Meredith has contributed a parting message under the title of "Research and the Farmer". Mr. Livingston is represented by a short excerpt taken from his annual report and published under the caption "To Improve Marketing", on a page devoted to "Today's Thought on Rural Problems."

16. THE EXTENSION DIVISION OF THE IOWA STATE COLLEGE WILL COOPERATE with this bureau in giving a series of one day short courses in co-operative live stock marketing to be held in different parts of the state wherever sufficiently large classes can be organized. The purpose of these courses is to give managers and officers an opportunity of becoming familiar with a simple but adequate system of records, and with the business methods employed by the most successful organizations. Special emphasis will be given to the business practices and bookkeeping records of live stock shipping associations and a number of actual shipments will be recorded to provide practice work.

17. A SMALL CONFERENCE OF INSPECTORS WILL BE HELD IN PITTSBURGH March 16 to 18. Final revision will be made of the Products Circulars so that they may be added to the Inspector's Handbook. The following are expected to be present; Mr. F. G. Robb, Mr. R. C. Butner, Mr. A. B. Gail Jr., Dr. G. K. K. Link, Mr. E. E. Conklin and the following, members of the Pittsburgh Inspection staff, Mr. E. S. Kinsey, Mr. M. L. Benn, Mr. B. E. Yaden and Mr. G. R. Warren.

18. TWO PUBLICATIONS BASED ON MARKETING STUDIES IN Australia and the Orient have been issued from the press. The studies were made by Mr. Samuel Moomaw and Mr. A. P. Bateham. Department Circular 145 written by Samuel B. Moomaw and Caroline B. Sherman is entitled "Australia and New Zealand as Markets for American Fruit." Department Circular 146: "Markets for American Fruits in China : with recommendations for American Shippers" is by Clarence Moomaw and Marjorie L. Franklin. The full travel notes upon which these brief circulars are based are available for reference in the bureau files.
19. THE MARCH 12 NUMBER OF THE COUNTRY GENTLEMAN contains an interesting article written by Mr. J. Clyde Marquis, on sending the Marketgram by wireless. It is illustrated by a photograph of Mr. Harold Wheeler, the son of Mr. W. A. Wheeler of the Market Information Division, receiving market news by wireless.
20. A THIRD SHORT COURSE IN COOPERATIVE LIVE STOCK MARKETING was held March 1 and 2 at Kansas City under the leadership of Mr. Ralph Loomis, Extension Agent in Marketing in Missouri.
21. THE INDEX FOR THE MARKET REPORTER FROM JULY TO DECEMBER 1920 has been issued and is now ready for distribution. It is the work of Miss Katharine Rice, of the Division of Market Information.
22. MEMORANDUM NO 335 ISSUED BY THE OFFICE OF THE SECRETARY is being circulated with this issue of the Bureau News. It relates to the Amendments to the Administrative Regulations in regard to leave of absence.
23. BRANCH OFFICE DIRECTORY
- Memphis, Tenn. Show Robert A. Smith in charge of office of Inspection of Perishable Foods, vice Marvin C. Gregory.
- St. Louis, Mo. Show Benj. S. Jones in charge of office of Inspection of Perishable Foods, vice Gilbert R. Warren.

PERSONALS

Senor Filemon Cosio, Commercial Agent of the Philippine Government, has been in Washington for about a week studying the work of the Bureau of Markets. Before coming to this city Senor Cosio visited several of the branch offices. He is interested in the methods of collecting information, in the organization of the bureau, and in standard containers.

Mr. Stephen Bray and Mr. C. A. Burmeister have gone to Chicago to attend the conference to consider the market classifications used by this bureau in reporting prices of live stock and dressed meats, which will be held in that city March 10, 11 and 12. The following representatives of the Live Stock and Meats Division from St. Louis, Kansas City, Omaha and St. Paul also will attend the conference; Mr. M. Y. Griffin, Mr. Harvey W. French and Mr. J. S. Campbell, of Kansas City; Mr. A. B. Smeby of South St. Paul; Mr. Charles Bruce and Mr. Elmer Lende of Omaha; Mr. E. W. Baker, Mr. N. R. Crow and Mr. E. K. Hess of Chicago.

Mr. G. C. White, Specialist in Charge of Transportation, will attend a conference to be held in Chicago March 14. The conference was called by organizations of shippers throughout the United States for the purpose of discussing a general reduction in freight rates.

Mr. Harrison F. Fitts, Assistant in Regulatory work, has returned to the Secretary's office temporarily to assist Secretary Wallace.

Mr. A. W. Herger, of the Chicago Field Headquarters of the Grain Division, arrived in Washington March 2 to confer with the Washington office and the Solicitor's Office in regard to pending cases of violations of the grain standards Act.

Mr. W. D. Smith, of New Orleans, arrived in Washington March 5 to confer with members of the Grain Division staff in regard to standards for rough rice.

Mr. J. H. Conn, of the Division of Cooperative Marketing, returned from a trip to Florida March 8. While in Florida Mr. Conn made special studies of business practices in handling citrus fruits.

Mr. G. A. Stuart, in Charge of the Philadelphia office of the Grain Division, spent a part of last week in Washington.

Mr. C. L. Simering, of the cotton Division, who has been spending some time in New York, returned to Washington early last week.

Mrs. Mary Beach Murphy, the wife of Mr. E. J. Murphy, Assistant in Federal Grain Supervision, died suddenly March 5 at her residence 4015 Illinois Ave. Mr. Murphy has the sincere sympathy of his many friends in the bureau.

Mr. M. C. Gregory, formerly in charge of the Memphis office, left for Fort Worth March 5 stopping off en route at Moberly, Mo. He will have charge of the inspection service in Fort Worth succeeding Mr. W. S. Reiterman, who has returned to the Chicago office.

Mr. G. R. Warren, formerly in charge of the inspection work at St. Louis, has now become a member of the inspection staff in Pittsburgh, Pa.

Mr. W. E. Harrison, in charge of the Baltimore office of the news service, was a visitor to the Washington office March 5.

Mr. J. W. Park, in immediate charge of the work of the Domestic Wool Section, started on a two weeks' trip Sunday March 13. He expects to go to Boston, Mass., and Providence, R. I., to confer with wool dealers regarding their 1918 transactions.

Mr. H. A. Spilman, of the Grades and Standards Section, has returned to Washington after an absence of about a month spent in the South on work connected with the enforcement of the standard container Act.

Mr. Martin F. Haggerty has been appointed Grain Sampler with headquarters at Galveston, Tex. In 1917 he was appointed Grain Sampler with the Minneapolis Board of Trade, which position he resigned to accept appointment with this bureau.

Mr. A. E. Krueger, who formerly served as Chief Clerk of the Bureau of Crop Estimates, has been transferred to this bureau and will serve as assistant to Mr. Hughes in the Personnel Section.

Mr. J. E. Stubblefield, of the Transportation Division, has been spending some time in the Los Angeles office. He is visiting transportation officials in southern California for the purpose of securing more accurate telegraphic and mail reports of carlot shipments of fruits and vegetables.

Mr. E. W. Stillwell has gone to Miami, Fla., where he will remain for a month or six weeks.

Mr. Paul M. Williams went to Norfolk, Va., March 7 to attend a meeting of the Virginia Cleaners' Association, for the purpose of conferring with regard to the proposed official grades for Spanish peanuts. He visited members of the trade at Suffolk and Petersburg, Va., before returning to Washington.

Mr. S. J. Dennis, Refrigeration Technologist of the Preservation of Fruits & Vegetables project, left Wednesday, March 9, for Winchester, Pa., and Canton, Pa., to investigate apple storage houses.

Mr. R. C. Miller, of the Grain Division recently gave a short talk at the University Farm School at St. Paul, Minn., on the essentials of grain grading, to a class of thirty five students all of whom are disabled soldiers. Type trays and samples of carlots were taken to the class room so that the students might gain an idea of the relative character and quality of the wheat, corn and oats in the various grades.

Mr. M. T. Hugdahl, a disabled soldier, is being given training in grain sampling and grain grading in the Minneapolis Supervision office.

Mr. B. R. Oastler, Specialist in Cotton Classing, recently returned from a trip over the cotton belt, after visiting all the designated spot markets.

Mr. Robert Bier, of the Grades and Standards Section, opened a shipping point inspection station at San Bonita, Tex., March 1. The object of this work is to determine the practicality of the tentative grades on cabbage proposed by this bureau.

Miss Lucy R. Hartley has reported for work at the Chicago office of the Grain Division.

Miss Elizabeth M. Bayliss has been transferred from the Clerical Pool of the Branch of Operation to the Division of Dairy and Poultry Products, where she has assumed the duties of Assistant to the Head Clerk.

Mr. Peter Pomp returned to the Chicago office of Federal Grain Supervision March 1 as Grain Sampler, after having been out of the service for a month and a half.

Mr. B. R. Oastler, of the Cotton Quotation Service in Atlanta, has secured new offices in the Cotton Building and now has larger and more commodious quarters.

Mr. F. G. Crout, of the Cotton Warehouse Section, with headquarters in Atlanta, made a short trip to Washington last week.

Mr. K. B. Seeds, Grain Supervisor of the Atlanta office, has recently undergone a mastoid operation at the Georgia Baptist Hospital in that city. He is now believed to be on the road to recovery.

Mr. Frank Coghlan, Grain Sampler, of Peoria and Miss Emily Prucha, Clerk of the Chicago office, assisted in the work of the past week at the Milwaukee office.

Mr. George Turner, Grain Sampler of the Omaha office, has been transferred to Milwaukee and has reported there for duty.

Mr. John M. Johnson has been appointed as Sampler in the Omaha office of Federal Grain Supervision.

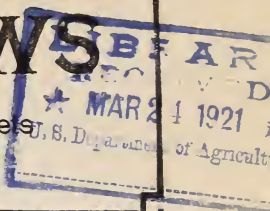
Mr. W. J. Gross reported for duty at the Peoria, Ill., office of Federal Grain Supervision Feb. 15, after an extended furlough.

Mr. Mahlon C. Cook, an ex-service man, has reported to the Indianapolis office of Federal Grain Supervision for instructions as a Grain Sampler.

Mr. R. E. Cassidy will be transferred from Duluth to Minneapolis, effective March 12.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)



WASHINGTON, D. C.

MARCH 22, 1921

VOL. 4, NO. 12

1. AGRICULTURAL APPROPRIATION ACT ANALYZED.

The Agricultural Appropriation Act for the fiscal year ending June 30, 1922, carries a total for the Bureau of Markets and Crop Estimates of \$3,004,444, as compared with the Act for the current year, which carried \$2,538,709 for the Bureau of Markets and \$318,656 for the Bureau of Crop Estimates (or a total of \$2,857,365) making this year's total an increase of \$147,079 over last year's. The specific items mentioned with amounts are given below, together with the items and amounts for last year, arranged with a view to making them as nearly comparable as practicable:

	<u>1922</u>	<u>1921</u>
For statutory salaries	\$ 838,630	\$ 710,650 *
		130,580 **
		\$ 841,230
For general expenses of the Bureau of Markets and Crop Estimates, which is the item commonly known as the marketing and distributing farm products item.....	326,000	300,000
(A proviso in this item states that not less than \$30,000 of this amount shall be used for a study of the methods of prevention of losses through deterioration, decay and freezing of fruits and vegetables in storage and transit.)		
For collecting, publishing and distributing timely information on market matters.....	390,160	403,920
For the item known as Food Supply Investigations.. ---		45,620
For the item commonly known as the Food Products Inspection.....	175,000	141,700
For investigating, demonstrating and promoting the use of cotton standards and related work.....	38,400	40,000

*Amount for Bureau of Markets

**Amount for Bureau of Crop Estimates

(A proviso in this item states that \$30,000 of this amount may be used for spinning tests and the demonstration of their results.)

	1922	1921
For the item commonly known as the State Cooperation in Marketing work.....	\$ 70,000	\$ 70,000
For grain investigations.....	60,000	71,150
For collecting, compiling, abstracting, analyzing, summarizing, interpreting and publishing data relating to agriculture, including crop and live stock estimates etc.....	300,000	168,076
(A proviso in this item states that not less than \$50,000 shall be used for collecting and disseminating information relative to the world supply of and need for American agricultural products, and other world market information.)		
For general administrative expenses of the Bureau of Markets and Crop Estimates.	30,000	20,635* <u>20,300**</u> 40,635
Enforcement of the United States cotton futures Act....	138,831	142,611
(A proviso in this item states that any moneys received from or in connection with the sale of cotton may be expended for the purchase of other cotton.)		
Enforcement of the United States grain standards Act..	538,623	538,623
Administration of the United States warehouse Act.....	80,000	35,000
Enforcement of the standard container Act.....	3,800	3,800
Completion of work of the Domestic Wool Section of the War Industries Board.....	15,000	15,000
Total for Bureau of Markets and Crop Estimates.	3,004,444	2,857,365

An important item in the appropriation Act reads as follows:

"That hereafter the power conferred and the duty imposed by law on the Bureau of Statistics and the Bureau of Crop Estimates of the Department of Agriculture shall be exercised and performed by the Bureau of Markets and Crop Estimates."

*Amount for Bureau of Markets

**Amount for Bureau of Crop Estimates

2. WASHINGTON MARKET TO BE CONTROLLED BY DEPARTMENT OF AGRICULTURE

On March 4 Congress approved an act providing for terminating the control of the Washington Market Company over the market located at Pennsylvania Avenue and Seventh Street, Northwest, in Washington. The first step will be the appointment by the President of a Commission to appraise the property. The award of the Commission is to be filed with the Court of Appeals of the District of Columbia six months after the appointment of the Commission, and when the award is filed 75 per cent of its amount is to be immediately paid by the United States, the remainder, with interest at 5 per cent per annum, to be paid at the expiration of thirty days thereafter unless either party appeals from the award, in which case the amount due will be determined by the Court.

The Bureau of Markets has been asked by the Secretary to make a general survey of the situation connected with the operation of this market, and to take the necessary steps to formulate the method of procedure for the administration of the market by the Department of Agriculture, as the law provides that the title shall vest in the Secretary of Agriculture when the award of the Commission is made and filed with the Court, and the 75 per cent payment is made. There are many problems connected with the operation of this market. It is one of the largest municipal markets in the United States. There are both wholesale and retail dealers in it, and they handle many lines, including even dry goods and hardware in addition to meats, fruits, vegetables, fish and other products. The building contains a restaurant, a hall that has at times been used as a skating rink, and a large cold storage plant. The law provides that the Secretary of Agriculture shall reserve any space that the United States may require, and operate the remainder of the market, being permitted to lease it to the existing tenants or to new tenants, but subleasing will not be permitted. The proceeds of the operation of the market are to be turned into the United States Treasury, and the expenses are to be paid by appropriations made by Congress from time to time for the purpose. In working out the plan of procedure this bureau will undoubtedly consider the methods of operation of municipal markets of other cities. Mr. I. C. Franklin and Mr. C. W. Kitchen have been assigned to the study of the special problems connected with this project.

3. MEETING OF STATE MARKETING OFFICIALS

Fifteen State Marketing Officials, representing twelve states, visited the Washington office of the Bureau of Markets last week and studied the activities of the bureau, both for suggestions in marketing work and with the thought of assisting in cooperation between State and Federal marketing agencies. Tuesday evening they were the guests

of the bureau at a dinner at the Cosmos Club at which Mr. Livingston presided, and which was attended by Secretary Wallace. Short talks were given at this time by Secretary Wallace, Mr. E. M. Estabrook, of the Bureau of Crop Estimates, Mr. L. G. Foster, Mr. W. A. Munson, Mr. J. C. Gilbert, Mr. A. L. Clark, Mr. T. D. Phillips, Mr. H. S. Jones and Mr. E. G. Montgomery. Another feature of the visit was a trip Tuesday afternoon to Alexandria by automobile, to study the Hay laboratory of the bureau. The same afternoon they visited the Wool and Cotton laboratories and the telegraph room. Most of the meetings took the form of informal conferences at which various phases of marketing were discussed. Division Heads, Project Leaders and others were questioned about methods used and results obtained in various marketing problems. Tuesday morning the market news service was studied, Wednesday morning sales and consignments, and Wednesday afternoon, cost of marketing. Thursday morning motion pictures were shown, so that visitors might form an idea of the use and scope of motion picture work in connection with marketing. Those who attended the conference were: Mr. S. B. Shaw, Extension Pomologist, Maryland; Mr. W. A. Munson, Director State Division of Markets, Massachusetts; Mr. D. C. Rogers, Agent in Marketing, Missouri; Mr. A. L. Clark, Chief State Bureau of Markets, New Jersey; Mr. D. S. Dilts, Grades and Standards Specialist, New Jersey; Mr. H. S. Jones, Director, New York Office, State Division of Foods and Markets, New York; Mr. T. D. Phillips, Chief, State Bureau of Markets and Marketing, Ohio; Mr. J. C. Gilbert, Acting Director, State Bureau of Markets, Pennsylvania; Mr. P. R. Taylor, Grades and Inspection, State Bureau of Markets, Pennsylvania; Mr. L. G. Mulholland, Agent in Marketing, Vermont; Mr. W. H. Somers, Chief, State Bureau of Markets, West Virginia; Mr. L. G. Foster, Assistant Director, State Division of Markets, Wisconsin.

The officers of the National Association of State Marketing Officials are: Mr. L. G. Foster, President; Mr. W. A. Munson, Secretary and Mr. D. C. Rogers, Treasurer.

4. STOCKYARDS SUPERVISION TERMINATED

The stockyards supervision by the Bureau of Markets, which has been in effect during the past few years, was terminated March 3 by the repeal of the Food Control Act of Aug. 10, 1917, which provided authority for the work. This was a war time measure intended to encourage the production to conserve the supply, and control the distribution of food products. A proclamation issued by the President under this Act June 18, 1918, as amended later, provided for the licensing and supervision of persons operating stock yards, or handling or dealing in live or dead stock in or in connection with, stockyards. The enforcement of the regulations issued pursuant to this proclamation was vested in the Secretary of Agriculture, who delegated it to the Bureau of Markets. It has been carried out by members of the Live Stock and Meats Division. The work done in this connection has consisted chiefly in the supervision

of the handling of stock at centralized markets and included the operations of stock yards companies, commission men, traders and packers. In the performance of these duties numerous irregularities were found and corrected and it is quite apparent that much permanent good has resulted from the practical application of this authority.

5. DEPARTMENT WILL HOLD ART EXHIBITION.

An exposition of graphic arts of the U. S. Department of Agriculture will be held in the Public Library Lecture Room and Open Hall on the second floor beginning Monday May 2 to Sunday May 15. It is intended to bring to the attention of art students and of the public in general, the type and class of material used by the Department of Agriculture for illustrations of various kinds. Any work that has been done by artists who are now employed in the department may be submitted. This will include drawings, posters, lantern slides, transparencies, photographs and so forth. Material that has been produced by short cut or mechanical methods is eligible, and is in fact desired. Water colors, drawings and photographs may be of any size but they should be mounted on the dark side of gray melton board, 22 x 23 inches, and the boards labeled to show the purpose of the drawing, the bureau and the artist's name. Any further information can be obtained from the committee, which consists of Mr. R. C. Steadman, Horticulture and Pomology, Mr. C. M. Stewart, Section of Illustration, and Mr. H. F. Bradford, Bureau of Entomology.

6. INVESTOR OF ASPIRATOR ASPIRES TO HELP FARMER.

Cleaning grain at the time of threshing and thereby saving the farmer the trouble of cleaning his grain after it is put in his bins, or saving the charges of cleaning at the elevator is one of the methods of assisting in efficient marketing being developed by the U. S. Bureau of Markets. The average charge to a farmer for cleaning grain at an elevator is approximately two cents a bushel. If the grain is in sacks, as much of it is in the Pacific Northwest, it has to be cut out and re-sacked and the charge is higher. If the thresherman could add a slight charge to his bill for threshing and cleaning grain, the farmer would be able to market dockage-free grain and save from one to three cents a bushel on his cleaning bill, besides having the dockage for feed on his farm. The aspirator invented by Mr. E. M. Bates, of the Grain Division, has been tested in a preliminary way in the Pacific Northwest and favorable comments have been made by both the threshermen and farmers who have seen it in operation. The device has the following points in its favor; it is attached to the head of the elevator and offers no obstruction to the deck of the separator; it weighs less than 100 pounds; there are no screens to adjust, change or clog; and the degree of cleaning is adjustable and under the control of the operator. Arrangements are being made to give this device a try-out in the heavy dockage spring wheat section of the central Northwest during the coming threshing season.

Reports on the progress of the grain cleaning at threshing machines will be made public and a patent will be applied for on the aspirator.

7. CONFERENCE ON STANDARD CLASSES AND GRADES OF LIVE STOCK HELD AT CHICAGO.

A conference of representatives of the various branches of the live stock and meat industry, with representatives of the United States Bureau of Markets, was held in Chicago March 10, 11, and 12, to consider the tentative classes and grades of live stock which have been promulgated by the Bureau of Markets.

The first day was devoted to a consideration of the classes and grades of cattle and calves. On the second day sheep and hogs were considered, while the third day was devoted to a conference of bureau representatives with a view to outlining a series of proposed bulletins dealing with the above subject. The meetings were held at the Stock Yards Inn and were attended by representatives of the producers, commission men, live stock exchanges, packers, retail meat dealers and the Bureau of Markets. Every one present was agreed as to the necessity of having standard classes and grades of live stock and, with only a few exceptions, the tentative grades already promulgated were approved.

3. FINDINGS IN THE VIOLATIONS OF GRAIN STANDARDS ACT.

The Samuel Hastings Company of Cairo, Ill., has recently been found guilty of eleven violations of Section 5 of the United States grain standards Act and the findings have been published. The publishing of the statement is the only penalty for violations of this section. In three of the cases, the licensed inspectors certificates which were forwarded to the consignees had been altered to show a different grade of oats than that determined by the inspector, and in the other cases the oats were represented by means of invoices sent to the consignees to be of the quality stipulated in the contracts, whereas in each case the licensed inspector had found them to be of lower quality and had so stated on his certificates. Two cases against this company for the violation of Section 4 of the U. S. grain standards Act have also been terminated. The defendant entered a plea of guilty and was fined \$25.00 in each count of information in the two cases.

9. DISPOSITION OF USELESS DOCUMENTS.

The bureau committee on the disposition of useless documents, papers, etc., has completed its consideration of the recommendations submitted by the various division and project leaders in regard to the disposition of useless papers and is recommending, for the approval of the Secretary, the disposition of a considerable quantity of such material as is no longer of any use.

The committee has taken into consideration the suggestions and recommendations made as to systematizing this "Housecleaning" process and has made the following recommendation, which has been approved by the Chief of the Bureau.

"The committee on the disposition of useless documents, papers and the like, after careful consideration of material recommended for disposition, and also of the observations and opinions submitted to the committee by division and project leaders in regard to systematizing the disposition of such material, recommends that a call be made in the month of January each year for recommendations by division and project leaders in regard to the disposition of material thought to be no longer of any use.

"In case of urgent need, the committee recommends that recommendations by division or project leaders for disposal of useless material may be made at other times."

10. RECORDS TO BE KEPT OF FUNDS ADVANCED FOR TRAVELING EXPENSES.

The Secretary's memorandum No. 334, stating conditions under which employees who are to perform official travel may draw in advance Government funds for traveling expenses, was distributed with the Bureau News issued March 8. The Section of Supplies and Accounts of the bureau will keep a simple record of the amount drawn by each person and of expenditures made therefrom, showing at all times the net balance due the Government by the custodian of the funds. Of course, each employe who holds such funds should keep a very careful account thereof, deducting the amounts of all vouchers submitted and of sums returned to the Disbursing Clerk of the Department, and entering all suspensions and disallowances from vouchers and each additional amount issued.

Request for the advance of funds should be made out in triplicate on Department voucher, Form 100, and the statement of reimbursement on Department Voucher, Form 101. Number 101 is similar in form to the regular reimbursement voucher, Form 4, but contains also blanks for reporting on the condition of the funds issued to the employe. The application voucher, Form No. 100, will be kept in stock by the Bureau Property Clerk. The reimbursement voucher, No. 101, will be kept in stock by the Department of Agriculture Division of Accounts, and issued as may be necessary only to officers and employes to whom advances of funds have been made.

11. SMOKING.

The attention of the members of the bureau staff is called to the following regulation taken from the Administrative Regulations of the U. S. Department of Agriculture.

254 SMOKING - Smoking is prohibited in any room used for the storage of stationery, supplies, and chemicals, or in any room containing explosives or other highly inflammable materials, or in any room or place in any building which is not constantly occupied and under the observation of employees of the department, or in any room where smoking would endanger public property or interfere with the transaction of public business. Chiefs of bureaus are authorized to make such additional rules with regard to smoking by employees under their jurisdiction as will safeguard public property and avoid interference with the performance of official duties. "No Smoking" signs should be displayed in conspicuous places where necessary.

12. MARKETS BULLETINS JUST OFF THE PRESS.

Mr. C. W. Kitchen, Mr. E. M. Seifert and Miss Mary B. Hall are the authors of Department Bulletin 935, just off the press. This bulletin on "The Distribution of Northwestern Boxed Apples" comprises many tables, charts and other exhibits introduced by a short discussion of the subject.

"Handling Spinach for Long-Distance Shipment" is the title of Farmers' Bulletin 1189, just off the press, and written by Mr. V. W. Ridley. Recommendations for commercial handling from the field to the market are given, based on extended investigations.

13. IN THE LIBRARY

American foreign trade relations is the subject of the February number of the Proceedings of the American Society of Political Science, which consists of a series of addresses and papers presented to the annual meeting of the Academy in the City of New York, December 9-10, 1920.

A bill for a Department of Agriculture for Michigan is favored, according to the Michigan Farmer of March 12. The State Department of Agriculture, as recommended by Governor Groesback and favored by the Michigan State Farm Bureau and other farmers' organizations, will in all probability be created by the present legislature. Representative Atwood's bill providing for such a department was reported favorably March 1st with but minor amendments. This bill would create a commissioner of agriculture to be appointed by the governor.

According to the Review of the American Chamber of Commerce in France, for February 15, 1921, the Institut International du Commerce, with headquarters in Brussels, has resumed its activities which were suspended during the war. The purpose of this organization is to centralize, coordinate and publish all information relating to commercial statistics, legislation and treaties.

According to Western Farm Life for March 1, a national conference of fruit growers to discuss cooperation and marketing has been called by the American Pomological Society and the American Farm Bureau Federation to meet in Chicago April 5.

The accessions to the Bureau Library for the week ending March 12 were the following:

The Agricultural Index...1920.

Chicago Bureau of foods, markets, and farm products.
Bulletin No. 1, 1919.

Chicago Union stock yard and transit co.
Annual report, 55th, 1920.

Exports of farm products from the United States
1851-1908. 1910. (U. S. Dept. of agriculture.
Bureau of Statistics, Bul. 75.)

Foss, H. A. Suggestions concerning the care and correction of scales; a method of estimating grain in car loads; cooping and loading of cars. 1901.

Great Britain. Board of trade. Department of
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EFFICIENCY

14. AN INVESTIGATION OF THE BINDERS ON CONTRACT has shown that the following are very satisfactory for binding "The Market Reporter" and pamphlets of a similar style:

Kalamazoo style "B" pamphlet, magazine and music binder with stubs. Contract item number 1008-j-1.

Kalamazoo style "H-W" string binder contract item number 1008-g-1-aa.

"Grip" individual file binder, contract item number 1008-g-j-aa.

The Kalamazoo style "B" will hold firmly from one copy to six inches of magazine matter and lie perfectly flat when opened. Periodicals to be filed in this binder need not be punched. The binders are provided with "stubs" which may be inserted if the

magazines are split down the back a distance of about an inch. This binder, 12 by 9 inches costs \$1.32 in pressboard binding or \$2.10 in canvas, cloth, vellum de luxe or library buckram. Stubs for holding pamphlets to tapes, manilla stock are \$.75 per hundred. Fillers (to make up proper thickness on binding edge) light stock are \$.18 per hundred. The Kalamazoo style "H W" binder is a good string binder and will hold two or more volumes. It is equipped with patent fasteners making it unnecessary to tie the strings, thus insuring a tight binder that can be fastened quickly. This binder can be purchased in the same binding and at the same price as style "B". The "Grip" binder which is carried in stock by the property clerk is one of the most satisfactory cheap binders. This binder can be obtained at \$.40 to \$1.50 each, depending on the binding. It will however hold only one volume of "The Market Reporter."

BUREAU BREVITIES.

15. IN COMMON WITH THE OTHER FRUITS AND VEGETABLES PRODUCED IN THE SOUTH strawberries have come into the market about three weeks earlier than usual this year. A market reporting station has been opened at Hammond, La., by Mr. Leon Miller, of the Fruit and Vegetable Division. This station will be continued for about forty days which is the length of time that the strawberry season usually lasts in one locality. Mr. Miller will move north when the season is over at Hammond, and at forty day intervals will conduct stations at the following points: Humboldt, Tenn., Monette, Mo., and Chadburn, N. C. The station at Chadburn will be conducted in connection with the State College there. Reports on this crop include local conditions and shipments, and conditions and prices in northern markets.

16. THAT COOPERATIVE ORGANIZATION HAS MADE 20% BETTER PRICES possible is the text of a resolution recently passed by the directors of the Colorado Vegetable Growers Association. This Association was formed in accordance with suggestions made by the Agent in Marketing in Colorado. The value of the Association can be seen by the fact that this agency handled 200 cars of produce valued at \$30,000. The vegetable industry is an important one in the state of Colorado, much trucking being carried on in the northern section. Some 1100 cars of mixed or bunched vegetables are shipped from the Denver district each year.

17. THE MARKET NEWS SERVICE STATION AT ROCHESTER, N. Y., was closed last Saturday and Mr. L. A. Dellwig, who has been in charge of the office, will return to Washington. Miss Cecelia M. Daly, Clerk, will also report to Washington for duty and will assist in the Market News Section during the spring and summer months. The Waupaca, Wis., office of the Market News Service will remain open until about May 15. The

extension of the service on potatoes has been made possible by the cooperation of the State Bureau of Markets.

18. THE CHICAGO SUPERVISION OFFICE REPORTED 235 APPEALS for the week ending March 4. This volume of appeals from inspection work performed by licensed inspectors, is the highest number reported by any single office for one week since the General Field Headquarters has been in existence, and it is believed to be the largest number ever handled by any office since supervision has been in force. This number of appeals is considerably above the normal average handled by all offices during a week.

19. THE CONFERENCE OF FRUIT AND VEGETABLE INSPECTORS which was to have been held last week in Pittsburgh, has been postponed until April 4 owing to the illness of Dr. G. K. K. Link. It will probably be held in Washington instead of Pittsburgh.

20. A SURVEY OF WAREHOUSE FACILITIES FOR FARM PRODUCTS IN OKLAHOMA is being conducted on a cooperative basis by the State Board of Agriculture and the Federal Bureau of Markets. Detailed information as to the location, capacity and condition of warehouses in different sections of the state will be obtained. Mr. H. S. Yohe, Investigator in Marketing, is in charge of the work as the joint representative of the cooperating parties.

21. THE BUREAU BOWLING TEAM NOW STANDS FIFTH in the Department of Agriculture Duckpin Bowling League. Thursday night the team rolled the Solicitor's office, winning two games. The members of the team are as follows: Mr. E. E. Barber, Mr. R. L. Kaue, Mr. M. A. Crosby, Mr. H. B. Dixon and Mr. G. C. Edler.

22. THE ILLINOIS STATE GRAIN INSPECTION DEPARTMENT is arranging to move its headquarters from the Insurance Exchange Building on Jackson Boulevard, to the Imperial Building on Clark Street. The Insurance Building henceforth will be occupied solely by insurance companies.

23. THE BUREAU OF MARKETS MESSENGER BOYS will organize a baseball team in the near future. Any messenger who would like to play is asked to give his name to William Nichols or Frank O'Brien as soon as possible.

24. MEMORANDUM NO. 336, FROM THE OFFICE OF THE SECRETARY is being circulated with this number of the Bureau News. It relates to the Seed Loans in the Drouth-Stricken Areas.

25. BRANCH OFFICE DIRECTORY.

Make the following changes under State Cooperation in Marketing:

MINNESOTA. Eliminate Dr. Edward S. Guthrie, Research Agent in Marketing. University Farm, St. Paul, Minn.

MISSISSIPPI. Add: A. G. Spinks, Extension Agent in Marketing, Mississippi A. & M. College, Agricultural College, Mississippi.

NEW YORK. Add: John T. Horner, Research in Marketing, Columbia University, New York City.

TENNESSEE. Add: A. L. Jordan, Extension Agent in Marketing, College of Agriculture, Knoxville, Tennessee.

FORT WORTH, TEXAS. Show - M. C. Gregory in charge of Inspection of Perishable Foods, vice W. S. Reiterman.

PERSONALS.

Miss Cornelia P. Lyne, Administrative Assistant in the Bureau of Markets almost since its organization, has resigned to accept a similar position with the National Child Welfare Council. In her work with estimates, appropriations, allotments and reports Miss Lyne has come in close contact with every branch of the bureau's work, and she has been an effective factor administratively in its growth and development. It is with the greatest regret and sense of loss that the bureau accepts her resignation, but it is recognized that as she is entering the Council in its formative period she will have an unusually wide scope for her energies and abilities. ^{the} most that the bureau can wish for Miss Lyne is that she will find it possible to contribute as much to her new work as she has been able to contribute to the Bureau of Markets.

Mr. W. A. Sherman, of the Fruit and Vegetable Division, returned to Washington March 17 after a short trip to Newark, Del., where he addressed the students in the Rehabilitation School of Delaware College on the work of the Bureau of Markets, particularly the inspection service and the market news service on fruits and vegetables. Before returning to Washington Mr. Sherman visited the Philadelphia office.

Mr. C. W. Kitchen, of the Fruit and Vegetable Division, spent last Thursday in Albany, N. Y.

Mr. J. H. Cox, In Charge of the Barley and Rye Investigations, spent last week in Minneapolis studying some of the problems connected with the grading and classification of barley. Several Minneapolis firms that he visited seemed particularly anxious to have Federal grades established for both rye and barley, so that there might be more uniformity in grading between large markets, especially between Minneapolis and such markets as Milwaukee, Chicago and Baltimore.

Mr. A. D. Gail, Jr., Supervising Inspector, who has been spending some time in the Pittsburgh office of the Inspection Service, has returned to his headquarters in New York City.

Mr. M. L. Henry, of the Inspection Service of Atlanta, Ga., spent the early part of last week in Washington and has now returned to Atlanta.

Mr. G. R. Warren, Inspector in the Fruit and Vegetable Division, with headquarters at Pittsburgh, has gone to Philadelphia to assist temporarily in the inspection work there.

Mr. H. W. Samson, of the Grades and Standards Section, went to Lynchburg, Va., March 17. A series of meetings of apple growers in that section has been arranged by the Lynchburg Chamber of Commerce. Mr. Samson represented the Bureau of Markets and discussed methods of grading apples.

Mr. W. P. Barbot, of the New York office of the Cotton Division, spent March 16 in Washington.

Mr. Hartley Truax, of the Los Angeles office, recently received notice from Mr. E. V. Hardenburg of Ithaca, N. Y., President of the Potato Association of America, of his appointment as chairman of their committee on Market Standards and Marketing.

Mr. K. B. Seeds, Grain Supervisor at Atlanta, who underwent a serious operation on March 5, is much better.

Mr. A. L. Wiley, who was assigned to temporary duty in the Atlanta office of the Warehouse Division, has returned to Washington.

Miss Nelle Fenner, who has been employed in the office of the Cotton Quotation Service as a stenographer, has resigned.

Mr. W. D. Smith, of the Grain Division, left Washington March 12 to return to his work in New Orleans.

Mr. Robert H. Black, of the Grain Division, who has been spending some time in Washington working on dockage in grain, has returned to Minneapolis.

Mr. George Stuart, of Philadelphia, visited the Washington office March 9. He was in the city because of the severe illness of his mother. Mrs. Stuart died March 15.

Mr. Stephen Bray, in Charge of the Live Stock and Meats Division, who presided at the conference held in Chicago last week to consider the market classifications used by this bureau in reporting prices of live stock and meats, returned to Washington March 14.

Mr. C. H. Beauchamp, who spent the early part of the year at his home in California, has returned to Washington. On his return trip he was detailed for more than a month at the Chicago office securing information relative to the yields and values of retail cuts of meats by classes and grades, which will be published by the bureau in connection with the classification of live stock and meats.

Mr. C. A. Burmeister, who attended the conference of Bureau officials and Live Stock representatives held at Chicago last week, will remain in that city for several days to assist in the compilation of information to be published relative to classification of live stock and meats.

Mr. Norman R. Angney, who has been serving as Scientific Assistant in Marketing Statistics since March 29, 1920, has resigned effective March 19, and will be engaged in floral horticultural work in Pittsburgh, Pa.

Doctor Carl J. West, who has been serving as Specialist in Marketing Statistics in charge of the Division of Marketing Statistics of this Bureau since November 1, 1919, has been transferred to the Bureau of Crop Estimates as Agricultural Statistician with headquarters at Columbus, Ohio.

Mr. Ernest H. Bradley, who has been serving as Administrative Assistant in the Office of the Secretary and who was transferred to this Bureau on March 1, to assist with the foreign marketing work, has been re-transferred to the Office of the Secretary, where he will assist with the compilation of the Program of Work and matters pertaining to the estimates and appropriations.

Mr. W. A. Jump, who was formerly connected with the Bureau of Markets and served as Administrative Assistant in office of the Branch of Operation, has been appointed Private Secretary to Secretary Wallace.

Mr. R. T. Miles, In Charge of General Field Headquarters, Chicago, Ill., Mr. Phillip Rothrock, Division Supervisor of St. Louis, and Mr. E. L. Morris, Division Supervisor of Kansas City, were visitors at the Galveston office during the past week. After short trips to Texas City and Houston they left for New Orleans, La.

Mr. A. W. Herger, of the Grain Division, has returned to Chicago. While in Washington he conferred with officers of the Quartermaster General's office of the War Department on the possibility of instituting the custom of buying oats on the basis of Federal appeal grade certificates.

Mr. G. O. Gatlin, of the Division of Cooperative Relations, left March 16 for a trip through North and South Carolina. He will be gone about ten days.

Mr. Fred L. Wallace, Grain Supervisor, and Mr. F. C. Hammer, Assistant Grain Supervisor, will attend the Annual Farmers' Week meeting at Orono, Me., beginning March 28 to demonstrate Federal Grain Grades, to outline the history of Grain Grading, and to explain the purposes of Federal grain supervision and the advantages of buying by grade.

Mr. J. R. Holmes, Assistant Grain Supervisor at Galveston, Tex., was called to San Antonio, Tex., to handle appeals on grain in controversy last week.

Mr. L. H. Martin, in charge of the work on carlot shipment reports in the telegraphic news service, will be on annual leave during the next two weeks.

Mr. W. R. Reiterman, who has been in the service for about six months, has tendered his resignation effective March 16.

THE BUREAU NEWS

Issued weekly for the staff of the U.S. Bureau of Markets
(Contents Confidential)

★ MAR 3
U.S. Department of Agriculture

WASHINGTON, D. C.

MARCH 29, 1921

VOL. 4, NO. 13

1. PROGRESS OF THE WORK OF THE WOOL SECTION.

Complications in the collection and distribution of the excess profits in the 1918 wool clip by the Bureau of Markets, have arisen by the discovery of 1369 country dealers who operated without permits and of whom the War Industries Board had no knowledge. Since the wool handled by all these small dealers passed through the hands of the distributing center dealers, it is impossible to make complete distribution of excess profits collected from the larger dealers until complete reports can be secured from all these country dealers, many of whom have kept no adequate records. The War Industries Board had issued permits to more than 3600 country dealers, so the Bureau of Markets now finds itself compelled to deal with more than 5,000 merchants of this class.

The total collections to March 19 amounted to \$567,013.98, of which amount \$101,569.62 had been distributed to 34,530 wool growers.

The Bureau of Markets "inherited" the work of the War Industries Board Domestic Wool Section. The wool dealers of the United States, operating under agreement with the War Industries Board, were allowed only specific, limited profits on their season's business plus certain specific items of expenditure. All surplus at the end of the season's business constituted excess under the terms of this agreement and should not be confused with the excess profits tax levied by act of Congress, with which it has nothing to do.

Permits were issued to two classes of wool dealers - country dealers who operated locally in the interior, buying the wool directly from farmers, and distributing center dealers, of whom there were only 78 and through whom the Government purchased the entire domestic clip. These larger dealers purchased direct from country dealers and growers or received shipments on consignment, most of the wool from the plains and Rocky Mountain States being handled on the latter basis.

Since the consignments were handled by the Government and the dealers were reimbursed by the Government for this service, there was no opportunity for excess profits to accrue. The moneys being collected by this bureau are obtained almost entirely from dealers in the territory east of the Mississippi River who handled what was known as

"fleece wools" as distinguished from "territory wools". The greater part of the excess profits being collected are, therefore, returned to the farmers of the central, eastern and southern states, many of whom own very small flocks.

It should be said in fairness that a majority of the wool dealers realized no excess profits, and a majority of those who made excess profits have paid over this excess to the Government in accordance with their agreement. A limited number of dealers of both classes, however, have failed or refused to pay and suits are now being instituted to compel the enforcement of the regulations. If these suits are successful, approximately another half million dollars will come to this bureau for distribution.

2. BUREAU ADMINISTRATIVE HANDBOOK TO BE ISSUED MARCH 31.

The Bureau Administrative Handbook will be issued March 31 and thereafter distributed as rapidly as possible to all bureau offices in Washington and in the field. The edition is of 125 copies in two volumes containing a total of about 350 mimeographed pages. It is bound in loose leaf ring binders, so that subsequent changes or corrections can be easily made. In addition to its local distribution, one copy only will be sent to each branch office. In joint offices the head clerk will be the custodian of the copy. Each copy will be charged against the Washington office or the branch office to which it is issued, and the officer in charge of operation should be advised immediately of any loss or destruction of such books, or of any transfer that is contemplated. In each office some individual should be specified as its custodian and the officer in charge of operation advised. It will be charged in the personal records against the responsible custodian just as other personal articles such as brief cases, cameras, etc. are charged. It will be carried on divisional and bureau inventory, and the head clerks of the divisions and the bureau inventory clerk will be given the necessary information for establishing and maintaining these records by the Central Office of Operation. Seventy-five additional copies will be prepared as soon as possible and distributed to the Washington and branch offices of the Bureau of Crop Estimates.

The assembling of the material for this book and its arrangement, editing and general preparation, and the writing, editing and checking of the text has been a gradual process extending over several years. It is based on bureau memoranda, including the regular numbered Bureau and branch office series; miscellaneous unnumbered memoranda; administrative memoranda from the Office of the Secretary; and other miscellaneous material from various sources. Such a compilation of the administrative regulations of the bureau had been in view for

several years prior to 1917, but the actual work was begun during that year by the collection and classification of the material upon which it is based.

A considerable number of people have participated in the preparation of this handbook. Various specialists of the bureau staff have edited the parts pertaining to their respective lines of work. Mr. L. C. O'Brien, formerly an Executive Clerk in the central office of the Branch of Operation, was active during his term of service in the preliminary work upon the preparation of the text. The larger part of the assembling, grouping of related subjects, elimination of duplication and of obsolete regulations, checking older regulations with present policies, indexing and general editing of this book has been done by Miss M. E. Reiger, of the central office of the Branch of Operation. All of the work done has been under the general supervision of Mr. R. V. Bailey, Assistant to Chief of Bureau.

3. DAILY DIGEST FOR DEPARTMENT.

A Daily Digest of the news of interest to the Department of Agriculture is now being issued by the main library of the department in cooperation with the bureaus and the Director of Information. It is hoped to make the publication as complete and comprehensive as possible, and members of the staff of the Bureau of Markets are asked to contribute abstracts of important articles or news items of interest. These may be sent to Miss Lacy in the Bureau Library.

4. TOBACCO GRADES IN PROSPECT.

Plans are being made in the bureau for investigations in the "Bright Leaf" tobacco belt of North Carolina, South Carolina and Virginia, which may lead to the establishment of grades on that type of tobacco. At present about fifty private grades are used by the trade in the sales of "Bright Leaf" and it is thought that many of these may be changed or eliminated and the number reduced to eight or nine. The investigational work to be begun in the near future will be done by Mr. E. H. Mathewson, who will be employed jointly by the Bureau of Markets and the Bureau of Plant Industry. Mr. Mathewson's expenses will be paid by the state of North Carolina. This will mark the beginning of the work of establishing Federal grades for tobacco. When all of the numerous varieties are classified, probably as many as 100 different grades will be recognized.

5. ONE OF THE LARGEST ELEVATORS IN THE WORLD DESTROYED BY EXPLOSION.

The subject of dust explosions has once more been brought into prominence by the wrecking of the Northwestern Terminal Elevator in Chicago March 20. Much study has been given this subject by the Bureau of Chemistry and the Bureau of Markets. At one time a campaign was conducted jointly by the Department of Agriculture and the U. S. Grain Corporation. This led to greater care being taken in grain and cereal plants and the installation of preventive devices. Recent publicity given the subject brought samples of mill dust from all over the United States to the Bureau of Chemistry for analysis. The explosion at Chicago occurred just 20 minutes after the day force had left, the casualties therefore were few - it being reported that six persons perished and a dozen more sustained injuries. The destruction of records kept in the elevator office made the task of checking those on night duty difficult. It is claimed that at the time of the explosion the elevator contained approximately 5,000,000 bushels of oats, 1,500,000 bushels of corn and 200,000 bushels of wheat. The total damage was estimated to be in excess of \$10,000,000.

6. PEANUT GRADES MAY BE PROMULGATED.

Investigations looking toward the establishment of peanut grades are being carried on by Mr. P. M. Williams, of the Fruit and Vegetable Division, who is now making a three weeks' trip through the South for this purpose. The marketing of peanuts is rather complicated, as the farmer sells the crop, sometimes through a local merchant or broker to a sheller or cleaner, who makes the nuts ready for the wholesaler or manufacturer. Shelled peanuts are sold chiefly to candy manufacturers, salters and makers of peanut butter. Two principal types of peanuts are grown in the United States - the Spanish, used chiefly for the shelled product, and the Virginia, sold for the most part in the shell. Owing to the way in which peanuts are marketed it will be necessary to suggest or promulgate grades for "Farmers' goods" and "Shelled Goods" on Spanish, and grades for cleaned peanuts will also have to be considered on Virginias. Before making studies on peanuts in Alabama, Georgia, North and South Carolina and Virginia, Mr. Williams will go to Laredo, Tex., and other points in the onion belt in connection with the Market News Service on Bermuda onions.

7. MEETING OF COMMITTEE ON MARKET REPORTS.

The Committee on Market and Crop Reports met on March 24. Mr. C. A. Burmeister reviewed briefly the history of the development of the reporting service on live stock and meats, and described

in detail the different reports issued, purposes of reports, circulation, approximate costs and results attained. Many interesting points were brought out in the course of his talk^{and} in the discussion that followed.

8. MR. H. E. BURTON, IN CHARGE OF THE ADDRESSING AND DUPLICATING SECTION of the bureau has suggested that a more complete understanding of the equipment and capacity of the section might lead to more efficient cooperation between that section and other divisions of the bureau. Division Heads, Project Leaders, Administrative Assistants, Head Clerks, and others who come in contact with the section are invited to pay it a visit and study its possibilities and limitations.

9. THE ADDRESSING AND DUPLICATING SECTION SENT OUT 61 SACKS of mail on March 21, a new high record for the section. When it is remembered that each piece of mail sent out must be handled in one way or another an idea of the amount of work involved can be formed.

10. IN THE LIBRARY.

During the week ending March 19 the accessions to the Department Library have included the following items of interest to the bureau.

American Warehousemen's Association. Proceedings of Annual Meeting. 1920.

Copeland, M. T. Marketing Problems. 1920.

Great Britain. Board of Trade Committee on Worsted Yarns. Profiteering Act, 1919. Findings...1920.

Great Britain. Board of Trade. Committee to investigate cost of production and distribution of wool, tops and yarns at all stages and the profits arising therefrom. Profiteering Act, 1919. Findings...1920.

Huebner, G. G. Ocean Steamship traffic management. 1920.

U. S. Congress. House. Committee on agriculture. Future trading. Hearings... 1921.

EFFICIENCY.

11. THE ORDINARY FIELD NOTE BOOK OF THE DEPARTMENT has often been found more of a place for hiding information than for revealing it. Market Business Practice staff found it so and a loose-leaf book has been substituted.

This book is of convenient size to fit in the pocket, and a style of ruled sheet may be used to suit almost any purpose.

In the field, each place (or firm) visited is given a separate page and on it all information (including date of visit and employee's name) concerning the visit is recorded. Upon return to headquarters, these separate visits are filed under the name of the place (or firm) visited, and cross-indexed under the name of the employee making the visit, and the subject discussed.

This method has been found to make available a vast amount of information concerning our work which would not be available in case the old style field note book had been used.

BUREAU BREVITIES

12. DEPARTMENTAL MOTION PICTURES will be shown for the benefit of members of the staff of the Department of Agriculture tomorrow evening at 8 o'clock, in the Central High School Auditorium at Eleventh and Clifton streets. An address will be made by Secretary Wallace and a new program of films will be shown. Other numbers on the program will include selections by the Department Orchestra and the pipe organ. Tickets are being given out by Mr. Snow to those, in the Bureau of Markets, who are interested. In order to meet expenses small contributions will be accepted from recipients of tickets.

13. "COOPERATIVE MARKETING" IS THE TITLE OF A BULLETIN issued recently by the Extension Service of the Montana State College of Agriculture and Mechanic Arts, at Boseman, Mont. It was prepared by Mr. J. F. Ware, Extension Agent in Marketing, and contains a brief description of the present marketing system, a history of the growth of various cooperative movements in the state and suggestions about the organization and management of cooperative enterprises.

14. A MEETING OF APPLE GROWERS FROM THE PIEDMONT SECTION of Virginia was held last week at Lynchburg, Va., at which time great progress was made towards the establishment of uniform grades for apples. A committee was appointed to prepare final grades which will be presented at a meeting to be held April 2.

This was the first meeting of the sort held in that section and emphasis was laid on correct packing as the first essential step in proper marketing. The Bureau of Markets was represented by Mr. H. W. Samson, of the Grades and Standards Section.

15. COLORADO FARMERS HAVE ORGANIZED A STATE ASSOCIATION to reduce the cost of marketing and to steady the wheat market. Arrangements will be made to pool at least half of the wheat grown in the state. According to report, about ten million bushels of the 1921 crop have already been signed up for the pool. The whole state will be canvassed for additional subscribers to this cooperative movement. The wheat will all be marketed through the State Director of the Wheat Growers' Association, who will have an office at Sterling, Colo.

16. NAVY INSPECTION WORK AT THE PHILADELPHIA NAVY YARD began Friday April 1. This new work will be conducted by Mr. T. L. Kelly, of the Philadelphia staff of the Fruit and Vegetable Section. Produce for the Navy is now inspected at seven points by representatives of the Bureau of Markets. "Part time" butter inspection has been conducted in Philadelphia for some time, by members of the bureau staff.

17. MR. LEE. R. MILLER WILL NOT CONDUCT THE STRAWBERRY Market News Service at Chadburn, N. C., as was stated in the Bureau News last week. This station will be conducted, as in former years, by a representative of the state of North Carolina, in cooperation with the Bureau of Markets.

18. THE MARKET NEWS SERVICE ON ONIONS WAS OPENED YESTERDAY AT LAREDO, TEX., It is in charge of Mr. R. H. Shoemaker, of the Fruit and Vegetable Division.

19. BRANCH OFFICE DIRECTORY.

Atlanta, Ga. Show T. C. Curry, in charge of Inspection of Perishable Foods, vice M. L. Henry.

Minneapolis, Minn. Change telephone numbers of office at 302-303 Market State Bank Building to Geneva 1175 and 1185.

Cincinnati, Ohio. Show G. B. Wenning, Acting in Charge, Market News Service on Fruits and Vegetables, vice E. L. Dilatush.

PERSONALS.

Mr. Livingston attended the dinner given by the American Association of Refrigeration last Friday at the New Willard Hotel. He spoke on the work of the bureau. Other members of the bureau staff also attended the dinner and were present at various other meetings of the association.

Mr. Roy C. Potts, in charge of the Division of Dairy and Poultry Products, addressed a meeting of milk producers at Wilmington, Del., on Saturday, March 26, on the subject; "Milk Producers' City Distributing Plants". On March 30 he will attend the annual meeting of the South Carolina Dairymens' Association at Darlington, and address it on the subject; "How Milk Producers' Marketing Associations Operate". There is an increasing interest among milk producers in these subjects, as evidenced by these and other requests for information on these subjects.

Mr. C. A. Burmeister, of the Live Stock and Meats Division, who spent last week in Chicago assisting in the compilation of information relative to the classification of live stock and meats, returned to Washington March 21.

Mr. R. G. Hill, of the Project of Preservation of Fruits and Vegetables, who has been in South Carolina conducting a sweet potato campaign, returned to Washington.

Mr. W. H. Seidel, Assistant in Transportation in the Minneapolis office of the bureau, recently paid a brief visit to the National Stock Yards at East St. Louis, on business connected with the local office.

Mr. William L. Ingles, of the Cincinnati office, spent Tuesday and Wednesday, March 15 and 16, in Columbus, where inspection matters were discussed with Mr. McChord, Chairman of the Grain Inspection Committee and Licensed Inspector A. R. Shannon.

Mr. E. L. Dilatush, who was in charge of the Cincinnati office of the Market News Service for about six months, has resigned. Mr. G. B. Wenning is now acting in charge of the Cincinnati office.

Mr. M. A. Russell, of the Minneapolis office of the Fruit and Vegetable Division, spent last week in Chicago assisting with the inspection work in that city. Mr. R. C. Bish, of the Chicago staff, substituted for Mr. Russell in his absence.

Mr. M. L. Henry will become a permanent member of the inspection staff of Pittsburgh April 1. Mr. Henry has been in charge of the Atlanta office of the Fruit and Vegetable Division since Dec. 1919 but has now been succeeded by Mr. T. C. Curry.

Mr. R. A. Smith, Food Products Inspector at Memphis, is absent from his office because of illness and as no suitable substitute could be found, the Memphis office is closed for the present.

Mr. H. W. Samson spent Friday, March 24, in New York City conferring with officials of the State Bureau of Markets regarding grades for various fruits and vegetables.

Mr. W. C. Hangstaffer, of the Chicago Staff of the Fruit and Vegetable Division, has gone to Philadelphia to succeed the former inspector Mr. T. L. Kelly, who will make inspections for the Navy in the future.

Mr. William L. Pryor has returned to the Bureau of Markets and Crop Estimates as Cotton Crop Specialist. He has been assigned to the Foreign Markets Service and will be engaged in collecting statistical data relative to the world's cotton crop; will represent the bureau before the public in all matters involving the statistics of the world's cotton crop; and will cooperate with specialists of other bureaus of this department in matters involving the interpretation of cotton statistics. In 1906 Mr. Pryor was appointed Special Field Agent in the Bureau of Statistics (now the Bureau of Crop Estimates), and since 1914 he has served as Cotton Crop Specialist in that bureau.

Mr. C. L. Shiley, Assistant Grain Supervisor at Minneapolis, has sent in his resignation, effective March 31, 1921, and will enter railroad construction work in California.

Mr. H. J. Besley, In Charge, Grain Division, left Washington, D. C., on Saturday, March 19, and attended the meeting of the division supervisors at Chicago on March 21 - 22. Mr. Besley will visit other field stations in the Middle West to confer with field officials relative to the standardization of grain.

Messrs. E. G. Boerner and B. E. Rothgeb left Washington March 23, to attend the conference at Chicago in reference to grades for rye to be established by the Department of Agriculture.

Mr. J. M. Chilton, Supervisor at Kansas City, will attend the conference at Chicago on March 21-22, and then proceed to St. Louis to interview members of the grain trade relative to grades for grain sorghums to be established by this department.

Mr. C. B. Barron, Supervisor at St. Louis, will attend the conference at Chicago on March 21-22, to investigate rye and grain sorghums.

Mr. R. H. Elsworth, of the Division of Cooperative Relations, is making a trip through the far western states, for the purpose of collecting information on the status of extension work. He will visit the Agricultural colleges in Nebraska, Colorado, New Mexico, Arizona, California, Oregon, Washington, Idaho, Utah and Wyoming.

Mr. F. G. Robb, of the Fruit and Vegetable Division, will describe the work of the Federal Inspection service at a one day marketing program to be given April 1, at the University of Maine, at Orono. The program is being prepared by Mr. C. M. White, Agent in Marketing in Maine, and will be a part of the Farmers' Week program.

Mrs. Helen D. Orton, of the Division of Foreign Markets, returned to the bureau last week after two months leave, part of which was spent in the Bahama Islands, Cuba and the Isle of Pines.

Mr. M. H. Hess, of the Division of Market Information, has gone to Hope, Mich., where he was called by the illness of his father.

Mr. K. B. Seeds, Grain Supervisor in charge of the Atlanta office, has returned to his work after an operation and is said to be on the road to recovery.

Miss Rosalie T. Scott, clerk in the Atlanta office of the Bureau of Crop Estimates, was badly injured in an automobile collision March 13. She will not return to duty for some time.

Mr. T. C. Curry, formerly stationed at Pittsburgh, Pa., has been transferred to the Atlanta office of the Fruit and Vegetable Division and is now serving as Inspector there.

Mr. Hale Tennant, Extension Agent in Marketing in Michigan, spoke at the annual conference of extension workers from twelve North Central States, held March 22, at Chicago.

Mr. J. S. Brown, of the Chicago office, attended the spring egg meeting of the Missouri Egg and Poultry Shippers' Association recently held at St. Louis, Mo.

Mr. A. C. Poulton, of the Cotton Division, returned to Washington Sunday, after a trip through the South. He will leave for New Orleans some time this week.